

Community Emergency Preparedness Fund

Disaster Risk Reduction – Climate Adaptation

2022/23 Program & Application Guide

Updated November 2022

1. Introduction

The [Community Emergency Preparedness Fund](#) (CEPF) is a suite of funding programs intended to enhance the resilience of local governments, First Nations, and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM).

As of May 2022, the funding streams include:

- Disaster risk reduction-climate adaptation
- Emergency operations centres and training
- Emergency support services
- Extreme heat risk mapping, assessment, and planning
- Indigenous cultural safety and cultural humility training
- Public notification and evacuation route planning
- Volunteer and composite fire departments equipment and training

Background

Communities across British Columbia (BC) are at risk or recovering from natural hazards and climate-related disasters that can damage important infrastructure, cause serious economic losses, and create social disruption.

Climate-related risks are created by a range of hazards. Natural hazards can include earthquakes, tsunamis, floods, debris flows and landslides. Some hazards are slow in their onset (e.g., changes in temperature and precipitation leading to ecosystem impacts), while others happen more suddenly (e.g., floods, heat waves).

Climate change increases the likelihood of natural hazards occurring (e.g., debris flows) in many areas and also increases the risk of cascading events.

Disaster Risk Reduction – Climate Adaptation (DRR-CA) Funding Stream

The intent of the DRR-CA funding stream is to support eligible applicants to reduce risks from future disasters due to natural hazards and climate-related risks through the development and implementation of:

- Accurate foundational knowledge of the natural hazards they face and the risks associated with BC's changing climate
- Effective strategies to prepare for, mitigate, and adapt to those risks.

Funding is divided into three categories:

- Category 1: Foundational activities (risk mapping, risk assessments, planning)
- Category 2: Non-structural activities (land use planning, community education, purchase of eligible equipment)
- Category 3: Small scale structural activities (refer to Appendix 1)

For support integrating climate change into your community's application, contact EMBC's [Disaster Mitigation & Adaptation Branch](#).

Approved applicants will be provided with a climate risk worksheet with guidance on integrating climate change into decision making. Additional educational resources are also available.

2. Eligible Applicants

All local governments (municipalities and regional districts) and all First Nations (bands and Treaty First Nations) in BC are eligible to apply.

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

3. Grant Maximum

The DRR-CA funding stream can contribute 100% of the cost of eligible activities to a maximum of:

- Category 1 (Foundational Activities) : \$150,000
- Category 2 (Non-Structural Activities): \$150,000
- Category 3 (Small Scale Structural Activities): \$2 million

The combined total is limited to \$2.3 million.

Funding permitting, and based on the merit of the proposed project in each category, grants may be awarded for individual categories.

In order to ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the Community Emergency Preparedness Fund.

4. Eligible Projects

To qualify for funding, all projects must be:

- A new project (retroactive funding is not available) or a subsequent phase of a DRR-CA related project;
- Located on publicly owned land or First Nations land;
- Capable of completion by the applicant within two years from the date of grant approval;
- Inclusive of engagement with impacted and affected parties, including First Nations, local governments, and equity-denied populations;
- Able to show that climate change is integrated into project methodology and deliverables to adapt to the impacts of climate change. While a range of scenarios are recommended, at a minimum the use of emissions scenarios RCP 8.5 or SSP5_8.5. Structural projects should use scenarios (or equivalent amount of global warming) appropriate for the design life.

Examples of climate information sources:

- [ClimateData.ca](#)
- [Pacific Climate Impacts Consortium Climate Explorer](#)
- [Climate Atlas of Canada](#)
- [Design Value Explorer](#)

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. Regional projects with higher requested funding amounts will be evaluated to ensure they demonstrate proportionately higher risk reduction benefit to justify the increased funding amount.

Regional approaches to DRR-CA are strongly encouraged and higher application review scores will be given to regional projects. Approved projects in neighbouring geographic regions may be asked to coordinate to ensure risks to both communities are adequately addressed.

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

5. Requirements for Funding

As part of the approval agreement, approved applicants must agree to the following requirements for funding:

- Approved applicants are required to grant the Province of British Columbia free and clear access and distribution rights, specifically a perpetual, royalty-free, non-exclusive, worldwide license to use, reproduce, modify, and distribute, any and all of the spatial data products and images acquired/produced using CEPF funding.
- Approved applicants will work with EMBC and GeoBC to support integration of Value-Added Products, derived products, and methodology into the Provincial Data Repository and Web Mapping Platforms. This will include transferring knowledge to replicate the solutions created on proprietary mapping platforms managed by the applicants. GeoBC will work with all applicants to ensure an integrated and collaborative approach is taken to collect, capture, analyze, visualize, and manage data and information based on consistent standards and data models to be used by all applicants.
- Please note that the two statements above do not apply to any product, data, information or images which may include Indigenous knowledge. EMBC and GeoBC respect the First Nations principles of OCAP®.
- Any in-person activities, meetings, or events must meet public health orders and/or guidance in relation to COVID-19.
- Activities must 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.

- Where applicable, it is understood that the Qualified Professional managing the proposed project is a subject matter expert and a practicing member of Engineers and Geoscientists BC (EGBC). Applicable guidelines may include:
 - [Provincial Flood Hazard Area Land Use Management Guidelines](#)
 - [Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC](#)
 - [Flood Mapping in BC: APEGBC Professional Practice Guidelines V1.0](#)
 - [Federal Flood Mapping Guideline Series](#)
 - [Coastal Flood Risk Assessment Guidelines](#)
 - [BC Framework Primer on Climate Change and Asset Management \(AMBC Primer\)](#)
 - [Seismic Assessment and Seismic Design of Dikes in BC Guidelines](#)
 - [Dike Design & Construction Guidelines](#)
 - [Canadian Society of Landscape Architects – Canadian Landscape Standard](#)
 - [International Guidelines on Nature-Based Features for Flood Risk Management](#)
 - [Irrigation Industry Association of BC “Standards for Landscape Irrigation Systems”](#)

Updated November 2022 - In addition, as part of both the development of the application package and the delivery of the approved project, local governments are encouraged to engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

6. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible costs are direct costs that are approved by UBCM, 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.

Category 1: Foundational Activities

The foundational activities listed below support community resilience by providing data, building partnerships, and supporting long-term disaster risk reduction-climate adaptation planning.

Risk mapping and assessments can enhance disaster risk reduction-climate adaptation planning and builds the body of knowledge on natural hazards and climate risks. Knowledge that is up-to-date and accessible will help guide the land use and development decisions of communities and helps to identify areas of high risk, and areas in need of non-structural or structural projects, including enhanced education and awareness, strategic relocation, and nature-based solutions.

Risk Mapping

Risk mapping allows a community to determine its vulnerabilities more accurately in relation to natural hazards and climate risks.

Eligible activities include the development and/or modernization of hazard maps (e.g., tsunami, flood) as well as maps focused on better understanding community assets and/or vulnerabilities.

For example, a flood maps (i.e., inundation, hazard, risk) identifies the boundaries of a potential flood event based on type and likelihood and can be used to help identify the specific impacts of a flood event on structures, people and assets. Prior to submitting a proposal for flood mapping please contact EMBCDisasterMitigation@gov.bc.ca.

At this time, seismic microzonation mapping is currently not an eligible activity. For more information, please contact Seismic@gov.bc.ca.

Risk Assessments

Risk assessments identify the social, economic, and environmental impacts that events will have on the community, including identifying natural hazards, climate-related risks, cascading or compounding events, community and infrastructure vulnerabilities, risk tolerance or “risk threshold” and the overall risk profile for a community. This is a foundational step in reducing or preventing risk.

Eligible activities include development of risk assessments for one or more hazards or climate related risks.

Planning

The planning cycle is intended to help break the cycle of disaster damage, reconstruction, and repeated damage. Long-term solutions that reduce the impact of disaster in the future are prioritized and developed through engagement with interested and affected parties.

DRR-CA plans address natural hazards and climate-related risks through the prioritizing of options and development of recommendations to reduce current and/or potential impacts. This can include identifying broad disaster risk reduction and climate adaptation goals, objectives, and strategies to meet those goals, and key planning activities including developing options (e.g., structural and non-structural) as well as preliminary cost estimates for these options. Example of DRR-CA plans could be mitigation plans or climate adaptation plans. Recognizing the unique needs of each community, some communities may choose to develop a community resilience plan or to assess their community’s adaptive capacity.

Eligible activities include:

- Completion of a DRR-CA Plan or a multi-hazard/climate risk Resilience Plan;
- Assessment of the community’s adaptive capacity;
- Preliminary planning and design activities related to the development of proposed structural projects;
- Benefit-cost analysis to assess the future risk reduction options under consideration and comparing the potential benefits to its costs. It is recommended that a comparison between structural (green or grey infrastructure) and non-structural (bylaws, strategic relocation) is included, where possible.

In addition to Sections 4 and 5, to qualify for funding, Category 1 projects must:

- Be able to demonstrate a new/updated body of knowledge related to one or more risks is developed or revised;
- Develop project deliverables (input data, final maps, digital deliverables, and technical reports) that, where applicable, meet all existing federal and provincial guidelines and adhere to the Engineers and Geoscientists BC (EGBC) Professional Practice Guidelines, including (but not limited to):
 - [Federal Flood Mapping Guideline Series](#)
 - [FLNRORD’s Specifications for Airborne LiDAR for the Province of British Columbia \(2020\)](#)
 - [FLNRORD’s Coastal Floodplain Mapping – Guidelines and Specifications \(2011\)](#)
 - [EGBC’s Professional Practice Guidelines – Floodplain Mapping in BC \(2017\)](#)
 - [EGBC’s Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC \(2018\)](#)
 - The BC Floodplain Mapping and Geomatics Guidelines (pending in 2022).

Category 2: Non-Structural Projects

Non-structural projects are sustainable cost-effective measures designed to reduce risks to a community from natural hazards and climate-related risks. Eligible projects must build on the foundational activities outline above and fill a critical gap in the ability of communities to effectively educate, prepare for, respond to, and recover from disasters.

Non-structural measures are non-physical activities that reduce the likelihood or consequence of risk through modifications in human actions, human behaviour, or natural processes.

Eligible activities include non-structural activities that support risk reduction and climate adaptation, including:

- Land use planning (e.g., amendments to relevant plans, bylaws, and policies that contribute to long-term DRR-CA);
- Delivering community education and awareness projects (e.g., community workshops, story maps, public art projects);
- Purchasing equipment that supports the applicant to meet the intent of Category 2 projects (e.g., monitoring equipment, hydrometric stations).

Ongoing operations and maintenance costs are the responsibility of the applicants.

In addition to Sections 4 and 5, to qualify for funding, Category 2 projects must be:

- Able to demonstrate the need for the project and that the appropriate risk mapping, assessment and/or plans were undertaken, and impacted and affected parties were engaged;

Category 3: Small-Scale Structural Projects

Small-scale structural projects types include new construction of public infrastructure and/or modification or reinforcement of existing public infrastructure, including natural infrastructure, that prevent, mitigate, or protect against natural hazards and climate-related disasters.

Proposed projects must demonstrate that they will reduce or eliminate long-term risk **and** the potential impact of future disasters. This funding is intended to assist communities in rebuilding in a better, stronger, and safer way in order to become more resilient overall. Additional costs to incorporate fish friendly design and fish habitat compensation works as required to meet permitting requirements are eligible.

To be considered eligible, projects must be aimed at reducing the socio-economic, environmental, and cultural impacts triggered by natural hazards and climate-related events, and by taking into consideration the current and potential future impacts of climate change in communities and infrastructure at high risk. Ongoing operations and maintenance costs are the responsibility of the applicants.

Eligible activities are detailed in Appendix 1.

In addition to Sections 4 and 5, to qualify for funding, Category 3 projects must be:

- Able to demonstrate the need for the project and that the appropriate risk mapping, assessment and/or plans were undertaken prior to submission of the application (this work is not required to be funded by CEPF), and impacted and affected parties were engaged;
- Financially sustainable for the community;
- Evidence based and demonstrate that the project will mitigate risks from future disasters due to natural hazards and climate-related risks;
- Eligible for required approvals, authorizations and permits to complete structural projects; and
- Developed and constructed to ensure that project risk is not increased, or transferred, to any parties or to the environment (e.g. transfer of flood risk downstream, destruction of fish habitat, introduction of pollutants to the environment, etc.).

- Completed to acceptable provincial and federal standards, including:
 - [Provincial Flood Hazard Area Land Use Management Guidelines](#) (if applicable)
 - [Seismic Design Guidelines for Dikes](#) (if applicable)
 - [Dike Design & Construction Guidelines](#) (if applicable)

In order for the technical review team to evaluate Category 3 projects, enough information must be provided to ensure the proposed project meets the criteria listed above. Generally speaking, this means that the risk reduction and/or adaptation strategy has been identified, preliminary planning and design is complete, cost estimates are developed, and benefit-cost analysis has been completed.

If these components are not complete, applicants should apply to complete this work under Category 1 or 2 funding. If this option is pursued, the balance of the project cannot be applied for under Category 3 in the same application. Funding permitting, the balance of the project could be proposed under future intakes of DRR-CA provided that the Category 1 and/or 2 project is complete.

Other Eligible Expenditures

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Incremental applicant staff and administration costs;
- Consultant costs;
- Public information costs;
- Engagement with experts (e.g., Knowledge Holders, health authorities), the community (e.g., equity-denied populations), Indigenous Nations, local governments, critical infrastructure owners, etc.;
- Honoraria for equity-denied populations or service organizations that support equity-denied populations;
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials; and
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates;
- Presentation to Council, Board, Band Council, or Treaty First Nation government, community organizations, etc.

Ineligible Costs & Activities

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

- Development or amendment of plans or maps primarily intended for wildfire risk reduction (refer to [FireSmart Community Funding & Supports](#));
- Routine or ongoing operating costs or activities (e.g., heating, cooling and lighting; security; software or service subscriptions, or membership fees);
- Routine or ongoing planning costs or planning activities that are not incremental to the project;
- Regular salaries and/or benefits of applicant staff or partners;
- Duplication of recently developed information, maps, or imagery;
- Qualitative Hazard, Risk and Vulnerability Assessment (HRVA) activities not directly related to the approved project;
- Project-related fees payable to the eligible applicant (s) (e.g. permit fees);

- Major capital improvements or renovations to existing facilities and/or construction of new, permanent facilities (except designated cooling centres);
- Costs related to developing or submitting the application package.

7. Application Requirements & Process

Application Deadline

Funding permitting, two application deadlines are scheduled for 2022/2023: September 30, 2022 and February 24, 2023. Applicants will be advised of the status of their application within 120 days of the application deadline.

Required Application Contents

- Completed Application Form and all required attachments.
- Local government Council or Board resolution, Band Council resolution, or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed work plan and budget for each category identified in the application. This must include a breakdown of work activities, tasks, deliverables or products, resources, timelines (start and end dates), and other considerations or comments. The budget must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- Map indicating the location of the proposed project(s).
- If applicable, copies of any relevant documents that support the rationale for this project must be included with this application. (e.g., Small-Scale Structural applications must be supported by risk assessments, options analysis, etc.).
 - If undertaking a flood risk assessment it is encouraged that proponents utilize the [Risk Assessment Information Templates \(RAITs\)](#).
- For regional projects only: Local government Council or Board resolution, Band Council resolution, or Treaty First Nation resolution 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.

Resolutions from partnering applicants must include the language above

Submission of Applications

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cepf@ubcm.ca

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, all eligible applications will be assessed and scored as part of a technical review process. Higher application review scores will be given to projects that:

- Demonstrate evidence of how the natural hazard and/or climate risk is being assessed; threat levels (e.g., as identified in completed risk assessments), projected climate risks and/or recent history (e.g., evacuation order, disaster financial assistance);
- Contribute to a comprehensive, cooperative, and regional approach to DRR-CA;
- **Updated November 2022** - Demonstrate evidence of engagement with First Nations (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget);
- Engagement with neighbouring jurisdictions, and other impacted or affected parties (e.g., equity organizations, agricultural sector, critical infrastructure owners) as appropriate to the project;
- Meaningfully consider and adapt to the impacts of climate change in the project methodology and deliverables (e.g., planning, design);
- Increase understanding of the social, cultural, economic, and/or environmental impacts of natural hazards and/or climate-related risks to the community;
- Identify or achieve co-benefits (e.g., assessing multiple hazards, protecting valuable cultural assets, reducing greenhouse gas emissions, improving community health and wellbeing, enhancing biodiversity, etc.);
- Include in-kind or cash contributions to the project from the eligible applicant, community partners, or other grant funding;
- Are innovative and/or create a body of knowledge transferable to other communities (e.g., templates, resilience indicators, etc.);
- Demonstrate how diverse populations, including equity-denied populations, will be involved or benefit from this project (e.g., engagement considers non-English speaking populations, DRR-CA measures benefit equity-denied populations, opportunities for youth employment, etc.); and
- Are cost-effective.

In addition, for Small-Scale Structural projects, higher application review scores will be given to projects that:

- Include information on the risk assessment process, options assessment (e.g., structural and non-structural) and engagement process to determine the final option;
- Demonstrate results of the benefit cost analysis;
- Include risk reduction to a broadly acceptable standard over the design life of the project;
- Consider multiple hazard scenarios/time scales;
- Include statement of assurance that by constructing this project risk is not increased, or transferred, to any parties or to the environment (e.g. transfer of flood risk downstream, destruction of fish habitat, introduction of pollutants to the environment, etc.).

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, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC and
First Nations' Emergency Services Society

8. Grant Management & Applicant Responsibilities

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 & Initial Payments

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 within 30 days.

Grants are awarded in two payments: 50% when the signed Approval Agreement has been returned to UBCM, and the remainder when the project is complete and the final reporting requirements have been met.

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

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

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

Post Grant Approval Meeting

As a condition of grant approval, all approved applicants may be required to meet with Emergency Management BC or applicable provincial partner (e.g., GeoBC, Deputy Inspector of Dikes for the region), or designate, to discuss the project prior to commencing work.

Changes to Approved Projects

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application or to a new or expanded location.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the approved project. Depending on the complexity of the proposed amendment, requests may take up to 90 days to review.

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

- Amended application package, including updated, signed application form, required attachments, and an updated Council, Board, Band Council, or Treaty First Nation resolution;
- For regional projects only, evidence of support from partnering applicants for proposed amendments will be required; and
- Written rationale for proposed changes to activities and/or expenditures.

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 the time frame identified in the approval agreement and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year from the date of the original final report deadline.

9. Final Report Requirements & Process

All funded activities must be completed within two years of notification of funding approval and the final reports are 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 with all required attachments;
- Detailed financial summary that indicates the actual expenditures from the Community Emergency Preparedness Fund and other sources (if applicable) and must align with the actual activities outlined in the final report form;
- Copy of Final Technical Report (i.e., consultant's report) and where applicable the following:
 - Completed Risk Maps, Risk Assessments, and DRR-CA Plans;
 - Evidence of Non-Structural activities undertaken (e.g. bylaws, photos of non-structural community engagement activities); or
 - Evidence of a completed Small-Scale Structural project including project details (location, background, scope, funding agency), design analyses and assumptions, construction details, field work considerations, as-built drawings, recommendations on operation and maintenance of structural works, regulatory approvals received, etc.;
 - High resolution photos of completed Small-Scale Structural projects.
- Full size PDF copies of all maps created as result of the project;
- Spatial data and metadata for all maps identified above. LiDAR and orthoimagery products data and derivative products acquired/produced with CEPF funding must meet [Specifications for Airborne LiDAR for the Province of British Columbia](#);
- Photos and/or media directly related to the funded project.

Submission of Final Reports

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cepf@ubcm.ca.

Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

Following this, all complete final reports and deliverables will be reviewed by Emergency Management BC.

All final report materials will be shared with the Province of BC and First Nations' Emergency Services Society

10. Other Funding

Applicants are encouraged to explore other opportunities for funding disaster risk reduction-climate adaptation projects:

- [Adaptation, Resilience Disaster Mitigation Program - Green Infrastructure](#)
- [Natural Infrastructure Fund – Small Projects](#)
- [Canada Community Building Fund \(Community Works\)](#)
- [Clean BC Better Buildings](#)

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of an approved CEPF project must be declared and, depending on the total value, may decrease the value of the grant.

Projects that have been approved under other funding sources are deemed ineligible for CEPF funding unless the proposed CEPF project is identified as a distinct or phased component of an overall project.

11. Additional Information

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

E-mail: cepf@ubcm.ca Phone: (250) 387-4470

Appendix A: Small-Scale Structural Project Eligibility (Category 3)

Eligible Expenditures

Eligible projects for Category 3 include new construction of public infrastructure and/or modification or reinforcement of existing public infrastructure, including natural infrastructure, that prevent, mitigate, or protect against natural hazards and climate-related disasters. Proposed projects must demonstrate that they will reduce or eliminate long-term risk **and** the potential impact of future disasters.

In order for the technical review team to evaluate Category 3 projects, enough information must be provided to ensure the proposed project meets the criteria listed above. Generally speaking, this means that the risk reduction and/or adaptation strategy has been identified, preliminary planning and design is complete, cost estimates are developed, and benefit-cost analysis has been completed.

If these components are not complete, applicants should apply to complete this work under Category 1 or 2 funding. If this option is pursued, the balance of the project cannot be applied for under Category 3 in the same application. Funding permitting, the balance of the project could be proposed under future intakes of DRR-CA provided that the Category 1 and/or 2 project is complete.

Eligible projects include constructing, replacing, or upgrading of infrastructure that will increase a community's structural ability to adapt to climate change impacts, natural disasters, and/or extreme weather events and may include:

- Installation of structural flood protection works, or upgrades/retrofits to modernize existing structural flood protection works (e.g., dikes, flood walls, pump stations, flood boxes, debris catchment structures, seawalls, bulkheads, jetties, dam flood risk reduction etc.);
- Construction of flood conveyance works (e.g., bypass channels);
- Daylighting or opening up buried watercourses (e.g., streams, creeks, rivers) and restoring to more natural conditions;
- Dam or dike decommissioning and floodplain restoration;
- Slope stabilization projects relating to debris flow risk reduction;
- Wetland restoration and/or rain gardens, bioswales and infiltration bulges;
- Beach nourishment and/or bank stabilization to protect major infrastructure;
- Restoring natural shoreline protection through wetland, kelp forests, clam beds, marsh and beach nourishment to create a soft edge natural shoreline structure to protect against sea level rise and storm surges;
- New or modified public cooling infrastructure, including natural infrastructure (e.g., treed areas), to reduce community vulnerability to extreme heat (e.g., designated cooling centres, cooling corridors);
- Vertical evacuation refuge structures limited to communities with potential tsunami inundation and where the population is unable to evacuate to high ground. Applicants must demonstrate the planned and potential uses for a refuge structure;
- Other innovative projects that clearly demonstrate risk reduction potential and/or transferable learnings to other communities in BC.

Additional costs to incorporate fish friendly design and fish habitat compensation works as required to meet permitting requirements are eligible in Category 3 and are encouraged.

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application is not eligible for Category 3 funding. This includes:

- Projects that would yield only temporary measures (e.g., use of sandbags, dredging) or that would support future development in a high-risk area (e.g., flood plain);
- Projects that create an “orphan structure” for which tenure and/or maintenance responsibility does not remain with the First Nation or local government;
- On-going operating and maintenance costs;
- Municipal storm water infrastructure;
- Relocation of homes, businesses, and communities;
- Raising homes;
- Sediment or debris removal;
- Building evacuation roads;
- Clean out of debris control structures;
- Purchase of fans, air conditioners, or heat pumps (refer to [Clean BC Better Buildings](#)), unless they are part of improvements to designated cooling centres identified above.