**Community Emergency Preparedness Fund**

**Extreme Heat Risk Mapping, Assessment, and Planning**

**2022 Final Report Form**

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding final report requirements, please refer to the *2022 Extreme Heat Risk Mapping, Assessment, and Planning Program & Application Guide.*

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| **SECTION 1: Applicant Information** | **AP** *(for administrative use only)* |
| Local Government or First Nation Applicant: | Final Report Submission Date: |
| Contact Person\*: | Position: |
| Phone: | Email: |

*\* Contact person must be an authorized representative of the applicant (i.e. staff member or elected official).*

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| **SECTION 2: For Regional Projects Only** |
| 1. **Identification of Partnering Applicants.** For regional projects, please list all of the partnering applicants included in this project: |

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| **SECTION 3: Project Information** |
| 1. **Project Name:** |
| 1. **Project Information.** 2. Project start and end dates: Start:       End: 3. Total final project expenditure:       \* Total CEPF grant expenditure:       \* 4. Did you receive other funding for this project from other sources? If yes, please indicate the source and the amount of funding received from other sources:     *\* The Total final project expenditure and Total CEPF grant expenditure must match the actual costs in your financial summary (not the original budget).* |
| 1. **Project Activities.** 2. What specific activities were undertaken as part of this project?      1. Describe how the project addressed the risks posed to heat-sensitive populations.      1. Describe how the activities considered and adapted to the impacts of climate change in the project methodology and deliverables. |
| 1. **Outcomes and Deliverables.** 2. What were the specific outcomes and/or deliverables for this project?      1. Describe how activities increased understanding of the social, cultural, economic, and/or environmental impacts of extreme heat events to the community.      1. Describe how the activities identified or achieved co-benefits (e.g., reducing greenhouse gas emissions, improving community health and wellbeing, enhancing biodiversity, etc.)? |
| 1. **Transferability.** Describe the extent to which the project may be transferable to other local governments and/or First Nations. |
| 1. **Partnerships.** In addition to Question 1, if applicable, identify any partners (e.g., equity organizations, agricultural sector, critical infrastructure owners) you collaborated with on the project and specifically how you worked together. |
| 1. **Innovation.** Describe how this project was innovative. |
| 1. **Additional Comments.** Please provide any additional comments or information you would like to share about this project. |

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| **SECTION 4: Required Final Report Materials** |
| Only complete final reports will be reviewed and outstanding final reporting may impact ability to apply for future UBCM grants.  The following separate attachments are required to be submitted as part of the Final Report:  Financial summary detailing all expenditures. *GL reports and vendor receipts may be included, but will not be accepted as financial summaries.*  Copies of any materials that were produced with grant funding, including mapping and spatial data projects acquired/produced using CEPF funding.  Optional: photos and media directly related to this project. |

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| **SECTION 5: Certification of Costs** (to be signed by Chief Financial Officer or Designate) | |
| I certify that the costs identified in the attached financial summary: (1) have been incurred  and paid; (2) are attributable to the project; (3) are eligible; and (4) are net of tax and any  other rebates.  In addition, for final claims, I certify that: (1) the project is complete; (2) all revenues generated from the project have been declared; and (3) all eligible portions of all other grant contributions for the project have been declared. | |
| Name: | Title:  *(CFO or designate)* |
| Signature:  *Please sign and scan this document or provide a certified digital signature.* | Date: |

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca) Mail: 525 Government Street, Victoria, BC V8V 0A8