**Asset Management Planning Program**

**2023 Application Form**

Please complete and return this form. All questions are required to be answered by typing directly in this form. If you have any questions, contact [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (250) 356-7123.

Applications can be submitted at any time; however, funding permitting, applications will only be reviewed two times in 2023. Applicants will be advised of the status of their application within 60 days of the following application deadlines: May 12 and September 15, 2023.

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| **SECTION 1: Applicant Information** | **AP** - *(for administrative use only)* |
| Local Government: | Complete Mailing Address: |
| Contact Person\*: | Position: |
| Phone: | E-mail: |

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

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| **SECTION 2: Project Information** |
| * + - 1. **Project Information**       2. Project Title:       3. Proposed start and end dates. Start:       End:       4. Total project budget:       5. Total grant request:       6. Is this project also funded through FCM’s Municipal Asset Management Program? Refer to Section 3 of the *Program & Application Guide* for more information.   Yes  No |
| * + - 1. **Current Status of Asset Management Expertise** (based on self-assessment). Please select your current status and provide a description of current level of asset management expertise.  1. Beginner  Intermediate  Advanced 2. Description of current level of asset management expertise: |
| * + - 1. **Proposed Activities.** Please describe the specific activities you plan to undertake (i.e. baseline assessment, asset management policy, asset management plan, training, etc.) |
| * + - 1. **Progress to Date.** If you have previously received funding under the Asset Management Planning program, or through the Canada Community-Building Fund, please provide an update on the outcomes of those funded projects or a summary of progress to date. |
| * + - 1. **Intended Outcomes, Deliverables & Impacts on Local Government.** What will your project achieve? What will be the specific deliverables? List any policies, practices, plans, or local government documents that will be developed or amended as a result of your project. |
| * + - 1. **Additional Information.** Please share any other information you think may help support your submission**.** |

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| **SECTION 3: Required Attachments** |
| Please submit the following with your application:  Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;  Detailed budget including itemized costs/activities that will be funded by the grant and separating out community contributions from the applicant and/or other grant funding;  For eligible projects that are also funded through FCM, the complete MAMP application package and notice of funding approval from FCM is required to be submitted.  Submit the completed Application Form and all required attachments as an e-mail attachment to [lgps@ubcm.ca](mailto:lgps@ubcm.ca) and note “2023 Asset Management Planning” in the subject line. Submit your application as either a Word or PDF file(s). |

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| **SECTION 4: Signature** | |
| Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province.  I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant’s jurisdiction. | |
| Name: | Title: |
| Signature:  *\*A certified digital or original signature is required* | Date: |