

Community Resiliency Investment Program

2024 FireSmart™ Community Funding and Supports Program and Application Guide for Allocation-based Funding (Updated April 2024)

The 2024 FireSmart Community Funding and Supports program will have an open intake. Funding permitting, eligible recipients can submit one application between October 1, 2023 and September 30, 2024 using the new [LGPS Online Application Tool](#) (as of January 1, 2024).

1. Introduction

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 July 2023, CRI includes two streams:

- Stream 1: FireSmart Community Funding and Supports, administered by the Union of BC Municipalities (UBCM).
- Stream 2: Crown Land Wildfire Risk Reduction, administered by the Ministry of Forests.

Please refer to [Appendix 1](#) for definitions of terms used in this guide. All defined terms are in **bold** in the program guide.

FireSmart Community Funding and Supports

The FireSmart Community Funding and Supports program provides funding to First Nations and local governments in BC to increase community resiliency by undertaking community-based FireSmart™¹ planning and activities that reduce the community's risk from wildfire. To date, 224 eligible applicants have received funding, including 101 First Nations and 123 local governments.

The First Nations' Emergency Services Society (FNESS), the Forest Enhancement Society of BC (FESBC) and the Union of BC Municipalities (UBCM) are working with the Ministry of Forests (Ministry) to deliver the FireSmart Community Funding and Supports program.

Allocation-based Funding for FireSmart Activities

First Nations and local governments with a higher risk of wildfire, generally demonstrated by Wildland Urban Interface (WUI) Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable Community Wildfire Resiliency Plan (CWRP)/Community Wildfire Protection Plan (CWPP) are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program. Information on determining risk is provided in [Appendix 2](#).

Under the allocation-based model, recipients are required to submit an allocation-based funding request form (and any required attachments) in order to confirm that the eligibility criteria have been met. If approved, recipients would receive an approval agreement which includes the terms and conditions of the grant.



¹ FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

Note: CWRPs and CWPPs must be complete and acceptable to the BC Wildfire Service (BCWS), FNESS and/or, where applicable, BC Parks. To be considered acceptable, CWRPs must be developed in accordance with the template and guidance document and must include assessment and identification of FireSmart and fuel management priorities.

Application-based Funding

First Nations and local governments with lower risk of wildfire, generally demonstrated by WUI Risk Class 4 and 5, or with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that do not have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP can apply for FireSmart Community Funding and Supports through the [application-based program](#).

FireSmart in BC

[FireSmart BC](#) provides the tools and education necessary to enable citizens, communities, First Nations and local governments to increase their wildfire resiliency. FireSmart BC and the Community Resiliency Investment program both follow the seven disciplines of FireSmart as a holistic approach to reducing wildfire risk to communities.

The [FireSmart BC Information Sheet](#) has been developed to provide First Nations and local governments with an overview of available resources, training and materials that are eligible for funding.

2. Eligible Recipients for Allocation-based Funding

First Nations (bands, Treaty First Nations, and Indigenous National Governments with authority for lands and resources) and local governments (municipalities and regional districts) with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program. Information on determining risk is provided in [Appendix 2](#).

Updated April 2024 - For the purpose of the FireSmart Community Funding and Supports program the following are also able to act as a primary applicant:

- An emergency management organization that is created by a regional district bylaw and approved by the Province of BC may act as the primary applicant on behalf of eligible applicants that participate in the established emergency management service. When acting as a primary applicant on behalf of eligible applicants, the regional emergency management organization is not eligible to receive funding and may submit more than one application per funding stream intake provided that each eligible First Nation or local government that is included as a sub-applicant is only funded once per intake.
- An Indigenous governing body with authority for emergency management may act as the primary applicant on behalf of eligible First Nations. The Indigenous governing body is not eligible to receive funding and may submit more than one application per funding stream intake provided that each eligible First Nation that is included as a sub-applicant is only funded once per intake.

Emergency management organizations created by a regional district and Indigenous governing bodies that are interested in submitting an application to act as the primary applicant must contact UBCM first and will be required to provide appropriate documentation related to membership, authority, and area of service.

3. Grant Maximum

Allocation-based Funding

The FireSmart Community Funding and Supports program can contribute up to 100% of the cost of eligible activities as follows:

- For eligible First Nations and municipalities, \$200,000 per year (for up to two years)
- For eligible regional districts, \$200,000 per year (for up to two years) plus \$50,000 for each electoral area per year (for up to two years)

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 Community Funding and Supports program.

Funding for Fuel Management

Eligible **fuel management** activities within **First Nations land** or **publicly owned land** within municipal boundaries or regional district parks must be applied for under the [application-based program](#) but are required to be funded with allocation-based funds.

Proposed treatments that include contiguous, logical treatment units that extend onto **Provincial Crown Land** may be eligible for additional funding for only the fuel management activities on **Provincial Crown Land**.

Additional Funding for Recipients Directly Impacted by 2023 Wildfire Season

Updated November 2023 – Eligible recipients with an existing FireSmart program that were directly impacted by the 2023 wildfire season may apply to exceed the base funding maximum in order to support incremental FireSmart Activities due to increased local demand for wildfire risk reduction.

Refer to [Appendix 3](#) for more information. Worksheet 4 is required to be submitted for consideration of additional funding. This worksheet will be reviewed by the BCWS and/or FNESS.

4. Requirements for Funding

As part of both the development of the application package and the delivery of the approved project, local governments are encouraged to proactively 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](#).

Reporting for Prior Projects

To qualify for allocation-based funding:

- All activities funded under the 2019 and 2020 FireSmart Community Funding and Supports program and 2021 FireSmart Economic Recovery Fund must be complete and the final report must be submitted in full
- All activities funded under the 2021 and 2022 FireSmart Community Funding and Supports program must be complete and the final report must be submitted in full (unless a project extension has been approved)
- All activities funded under the 2023 FireSmart Community Funding and Supports program must either be:
 - Complete and the final report is submitted, OR

- Within 120 days of completion and the [Interim Report Form](#) has been submitted

Additional Funding Requirements

To qualify for funding, all eligible activities must:

- Be located within the recipient’s administrative boundary
- Include new activities or represent a new phase of an existing project (retroactive funding is not available unless specifically identified in this guide).
- Be capable of completion within two years of the date of grant approval.
- Where applicable, be completed by a qualified professional that is accredited by their professional association.
- Ensure compliance with applicable federal and provincial legislation and regulations and local authority (e.g. burning bylaws or other bylaws or plans).
- Where applicable, be eligible for required approvals for authorizations and/or permits from the **Provincial Crown Land** Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

5. Eligible and Ineligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the recipient to carry out eligible activities. Eligible costs can only be incurred from the date of submission of the Allocation-based Funding Request Form until the final report is submitted.

Table 1 identifies the activities that are eligible for funding and provides annual cost maximums for those activities. Recipients are required to expend allocation-based funding within the cost maximums. However, with mitigating circumstances (e.g. remote community), recipients can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Where applicable, recipients are encouraged to collaborate on proposed activities with **Provincial Crown Land** Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

Table 1: Activities Eligible for Allocation-based Funding	
1. FIRESMART POSITIONS <i>In order to increase local capacity, recipients are required to have a FireSmart position to oversee eligible activities and to establish a sustainable FireSmart program.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Continuation of FireSmart positions based on the recommended job descriptions : <ul style="list-style-type: none"> • FireSmart Coordinator • Local FireSmart Representative • Wildfire Mitigation Specialist • Wildfire Forest Professional • FireSmart Crew Member 	<i>The primary focus of FireSmart positions is to support eligible FireSmart activities but other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.</i>

2. EDUCATION (Required for all allocation-based funding)

Public education and outreach play a critical role in helping communities prepare for wildfire by promoting a sense of empowerment and shared responsibility. All projects are required to include an education component. For costs associated with the purchase of FireSmart resources please visit Resources on [FireSmartBC.ca](https://www.fire-smartbc.ca).

Eligible Activities	Cost Maximums and Guidance
<p>A. Update signage, social media, websites and/or newsletters, and community education materials or displays related to a proposed activity in categories 2 through 10 below.</p> <p><i>Please note: Ember mascots will be available on a limited basis and regional allocation will be considered before approval.</i></p>	<ul style="list-style-type: none"> • Banners: up to \$1,600 (total order per year) • Posters: \$250 (total order per year) • Videos specific to community wildfire resiliency: up to \$10,700 each per year • Tents, including walls: up to \$2,200 each • Vehicle decals: up to \$750 (total order per year) • T-shirts: up to \$1,100 (total order per year) • Ember mascot: up to \$9,000 • <u>Updated November 2023</u> - FireSmart Magnetic Board: no longer available
<p>B. Promote/distribute FireSmart educational resources, such as FireSmart 101, Wildfire Risk Reduction Basics, FireSmart BC Education Program, FireSmart Begins at Home app, social media, FireSmart BC materials.</p>	
<p>C. Organize, host or support FireSmart events: Wildfire Community Preparedness Day, Farm and Ranch Wildfire Preparedness workshop, Neighbourhood Champion workshop, community FireSmart day, and/or wildfire season open houses.</p>	Up to \$5,500 per event
<p>D. Support the FireSmart BC Library Program at local/regional libraries. This program includes Wildfire Resiliency Literacy Kits, Ember Activity Packages, Colouring Contest materials, and access to Storytime Videos with Ember.</p>	Up to \$550 per branch or \$1,800 per independent library
<p>E. Targeted education to support implementation of fuel management activities, including cultural burning and prescribed fire.</p>	

3. COMMUNITY PLANNING

Community planning is a very effective tool for reducing wildfire risk for lands and buildings within the administrative boundaries of First Nation communities and local governments.

Refer to the [Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping](#) or [FireSmart BC Landscaping Hub](#).

Eligible Activities	Cost Maximums and Guidance
<p>A. Amend existing CWRPs that are less than 5 years old to include:</p> <ul style="list-style-type: none"> • FireSmart Road Map. 	<p>Up to \$16,000 (depending on AOI and eligible WUI)</p> <p><i>Recipients with an acceptable plan that would like to amend/develop a CWRP must</i></p>

<ul style="list-style-type: none"> Recently acquired land or areas of new development, etc. Ground-truthing for new treatment units. Significant changes to forest stand composition and/or forest health changes or impacts. Integrating other plans or information 	<p><i>contact UBCM before commencing the project.</i></p> <p><i>Updated November 2023 – Refer to Appendix 1 for a revised definition for eligible WUI.</i></p>
B. Develop FireSmart policies and practices for the design and maintenance of First Nations land and publicly owned land , such as parks and open spaces.	
C. Develop FireSmart policies and practices for the design and maintenance of First Nations owned buildings and publicly owned buildings .	
D. Complete FireSmart assessments for eligible First Nation owned buildings, publicly owned buildings, publicly and First Nations owned critical infrastructure, culturally significant sites and/or green spaces . FireSmart Assessments include:	
<ul style="list-style-type: none"> FireSmart Home Ignition Zone (HIZ) Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours)
<ul style="list-style-type: none"> FireSmart Home Partners Program Assessment 	Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete field assessment and report writing)
<ul style="list-style-type: none"> Checklist for CRI Requirements for Fuel Management Prescription (required before Culturally Significant Sites and Green Spaces Assessment is started) 	Up to \$250 per location/structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Culturally Significant Sites and Green Spaces Assessment 	Up to \$850 per structure/location (generally 4 to 8 hours)
<p>4. DEVELOPMENT CONSIDERATIONS</p> <p><i>Community land use and development in wildfire-prone areas affects the susceptibility of the community at different scales and in terms of where and how a community is, or will be, developed.</i></p> <p><i>Refer to the Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping or FireSmart BC Landscaping Hub.</i></p>	
Eligible Activities	Cost Maximums and Guidance
A. Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart principles.	Up to \$10,700
B. Revise landscaping requirements in zoning and development permit documents to incorporate FireSmart principles.	Up to \$10,700

C. Establish or revise Development Permit Areas for Wildfire Hazard to incorporate FireSmart principles.	Up to \$10,700
D. Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management personnel, are included.	Up to \$10,700
5. INTERAGENCY CO-OPERATION <i>Interagency cooperation may include local fire departments, First Nation and/or local government staff and elected officials, Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g., Indigenous Services Canada), provincial ministries (e.g., EMCR and BCWS), industry representatives and other stakeholders.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Coordinate and/or participate in a Community FireSmart and Resiliency Committee (CFRC).	Up to \$2,200 per meeting plus additional funds for coordination
B. Participate in an integrated fuel management, cultural burning and/or prescribed fire planning table (generally led by Ministry staff in collaboration with communities) to support the integration of fuel management planning across jurisdictional boundaries.	Up to \$2,200 per meeting
C. Provide Indigenous cultural safety and humility training to emergency management personnel in order to more effectively partner with, and provide assistance to, Indigenous communities for both wildfire prevention and suppression.	
D. Attend the Wildfire Resiliency and Training Summit. Note: eligible costs include conference fee and travel (including accommodations and per diems).	Up to four staff, up to \$2,000 per attendee per year
E. Support the FireSmart BC Plant Program at local garden centres or nurseries. Includes plant tags, banners, staff buttons and in-store advertising.	Up to \$2,500 per location
6. EMERGENCY PLANNING <i>Community preparations for a wildfire emergency require a multi-pronged approach in order for a community to respond effectively to the threat of wildfires as a whole.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Develop and/or participate in cross-jurisdictional meetings and <u>tabletop exercises</u> specifically focused on wildfire preparedness and suppression, including seasonal wildfire readiness meetings.	Up to \$2,200 per meeting
B. Assess community water delivery ability as required for suppression activities, limited to current water system evaluation and available flow analysis.	Up to \$10,700

<p>C. Assess, inventory and <u>purchase</u> FireSmart structure protection equipment.</p> <p>Refer to Appendix 4 for more information on the eligible FireSmart Structure Protection Trailer expenditures. Confirmation from the SPCO must be submitted to UBCM prior to purchases for Phases 2, 3 or 4.</p>	<p>Up to \$45,000 per year</p>
<p>D. Use and/or promote EMCR Wildfire Preparedness Guide and/or Wildfire Evacuation Checklist for community emergency preparedness events focused on wildfire.</p>	<p>Up to \$5,500 per event</p>
<p>7. FIRESMART TRAINING AND CROSS TRAINING</p> <p><i>Cross-training fire department members and emergency management personnel supports local FireSmart activities, including a safe and effective wildfire response.</i></p> <p><i>For all virtual courses, eligible costs include: course fee (if any), required course materials, wages and travel (including accommodations and per diems) only if required for internet connection or access to necessary technology. For all in-person courses, eligible costs include: course fee, required course materials, wages and travel (including accommodations and per diems).</i></p>	
<p>Eligible Activities</p>	<p>Cost Maximums and Guidance</p>
<p>A. Training for FireSmart Positions.</p> <p>Refer to the recommended job descriptions for the training required for each position. Only qualifications identified in the job descriptions are eligible for funding.</p>	<p>Required training breakdown for each proposed position</p>
<p>B. Local FireSmart Representative training (free, virtual).</p> <p>Refer to Appendix 5 for more information on the FireSmart Canada Neighbourhood Recognition program.</p>	
<p>C. Home Partners Program – Wildfire Mitigation Specialist training for new applicants to the HPP program.</p> <p><i>To become a WMS, the HPP workshop (max. 10 attendees) must be completed. The workshop facilitation fee is \$6,000. After that, an annual enrollment fee is required for each trained WMS to access the required HPP tools and resources.</i></p> <p>Refer to Appendix 5 for more information on the HPP program.</p>	<p>Up to \$8,500 per workshop plus required \$350 annual HPP enrolment fee per trained WMS</p>
<p>D. Home Partners Program – Wildfire Mitigation Specialist annual enrollment fee for applicants with an existing HPP program.</p> <p><i>This fee is for new WMS that have completed their training and those renewing their registration with FireSmart Canada. Note this yearly fee is mandatory for all WMS to remain active in British Columbia.</i></p>	<p>Up to \$350 per trained WMS for HPP enrollment fees</p>
<p>E. Cross-train <u>fire department members</u> only to include structural fire and interface wildfire training. The following are the <u>only</u> courses eligible for funding:</p>	

<ul style="list-style-type: none"> • Wildfire Risk Reduction Basics Course (free, online course for non-forest professionals that provides an introduction to the key concepts to minimize the negative impacts of wildfires in BC.) 	
<ul style="list-style-type: none"> • Fire Life & Safety Educator (public education course for fire safety education). 	
<ul style="list-style-type: none"> • ICS-100 (Incident Command System - introduction to an effective system for command, control, and coordination of response at an emergency site; available online). 	
<ul style="list-style-type: none"> • SPP-WFF1 Wildland Firefighter Level 1 (includes S-100, S-185, ICS-100). 	
<ul style="list-style-type: none"> • S-100 Basic fire suppression and safety (basic fire suppression training for contract crews) and S-100A (annual refresher). 	
<ul style="list-style-type: none"> • S-185 Fire entrapment avoidance and safety (general knowledge course on wildfire safety and entrapment avoidance for local governments, contract crews, and First Nations). 	
<ul style="list-style-type: none"> • S-231 Engine Boss (training for structure protection program in a WUI event). 	
<ul style="list-style-type: none"> • WSPP-115 (training for structure protection unit crews) and WSPP-FF1(train the trainer). 	
<ul style="list-style-type: none"> • Task force leader (for structure protection only; course for wildfire personnel to monitor and assess specialty resources that work together to accomplish a common wildfire task). 	
<ul style="list-style-type: none"> • Structure Protection Group Supervisor (GrpS) (for structure protection only; course for wildfire personnel to implement assigned portion of the Incident Action Plan and be responsible for all operations conducted in the division/group). 	
<p>G. Cross-train emergency management personnel:</p> <ul style="list-style-type: none"> • Introduction to Emergency Management in Canada (basic concepts and structure of emergency management). • ICS-100 (introduction to an effective system for incident command, control, and coordination of response at an emergency site; available online). 	
<p>8. FIRESMART PROJECTS FOR CRITICAL INFRASTRUCTURE</p> <p><i>Implementing recommended FireSmart improvements to local critical infrastructure demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i></p> <p><i>Refer to Appendix 6 for funding requirements for critical infrastructure.</i></p> <p><i>In cases where critical infrastructure is located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i></p>	

Eligible Activities	Cost Maximums and Guidance
A. <i>Updated November 2023</i> - Complete FireSmart Assessment before mitigation work is started (completed assessment must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Complete recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 10 (Appendix 6) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Complete FireSmart Assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
<p>9. FIRESMART PROJECTS FOR COMMUNITY ASSETS</p> <p><i>Implementing recommended FireSmart improvements to local community assets demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i></p> <p><i>Refer to Appendix 6 for funding requirements for community assets.</i></p> <p><i>In cases where community assets are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i></p>	
Eligible Activities	Cost Maximums and Guidance
A. <i>Updated November 2023</i> - Complete FireSmart Assessment before mitigation work is started (completed assessment must be submitted at time of application but the cost is an eligible expense provided the assessment is completed within six months prior to the date of application submission).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)

<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Complete recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 10 (Appendix 6) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Complete FireSmart assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
<p>10. FIRESMART PROJECTS FOR CULTURALLY SIGNIFICANT SITES</p> <p>Culturally significant sites are locations of historical and cultural importance to Indigenous communities, preserving their heritage, traditions, and connection to the land. These include, but are not limited, to culturally modified trees, traditional dwellings, burial sites, and ceremonial sites.</p> <p>To be eligible for funding, all projects must have a completed Checklist for CRI Requirements for Fuel Management Prescription and a completed FireSmart Culturally Significant Sites and Green Spaces (CSSGS) Assessment at the time of application submission.</p> <p>In cases where culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</p> <p>Refer to Appendix 7 for complete funding requirements for culturally significant sites.</p>	
A. <i>Updated November 2023</i> - Complete Checklist for CRI Requirements for Fuel Management Prescription before CSSGS Assessment is completed	Up to \$250 per location/structure (generally 2 to 3 hours to complete)
B. Complete FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
C. Complete recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 11 (Appendix 7) .	Up to \$25,000 per eligible location, including building materials and labour
D. Completion of the FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location/structure (generally 4 to 8 hours)

<p>11. FIRESMART PROJECTS FOR GREEN SPACES</p> <p><i>Green spaces include parks, gardens, cemeteries, naturalized spaces, trails and pathways, waterfronts, linear parks and greenways, rights-of-way and boulevards. Refer to the definitions for more information.</i></p> <p>Refer to Appendix 7 for funding requirements for green spaces.</p>	
A. <i>Updated November 2023</i> - Complete Checklist for CRI Requirements for Fuel Management Prescription before CSSGS Assessment is started	Up to \$250 per location/structure (generally 2 to 3 hours to complete)
B. Complete FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
C. Complete recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 11 (Appendix 7) .	Up to \$25,000 per eligible location, including building materials and labour
D. Complete FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location (generally 4 to 8 hours)
<p>12. FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS</p> <p><i>First Nations and local governments have a key role to play in supporting residents and property owners to undertake FireSmart activities that demonstrate wildfire prevention principles and best practices.</i></p> <p><i>To be eligible for funding, all FireSmart activities for residential areas must be located in the FireSmart Home Ignition Zone (with residential property and/or home owners' consent).</i></p>	
Eligible Activities	Cost Maximums and Guidance
A. Residential FireSmart Activities.	
<ul style="list-style-type: none"> • Conduct FireSmart HIZ Assessments for individual residential properties or homes, limited to: <ul style="list-style-type: none"> ○ Data collection activities using HIZ assessment. ○ Digitizing HIZ assessment information. ○ Simple reporting (for community members, Council, etc.). ○ Basic mapping for PDF product. 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • Offer local rebate programs to residential property or home owners that complete eligible FireSmart activities. <p><i>Refer to Appendix 8 for more information.</i></p>	Rebates are limited to 50% of the total cost of the eligible activities identified in Table 12 (Appendix 8) and up to \$5,000 per property
<ul style="list-style-type: none"> • Completion of recommended mitigation activities identified in a completed FireSmart Assessment, limited to labour costs required to complete activities outlined in Table 12 (see Appendix 8) for: <ul style="list-style-type: none"> ○ 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. 	

<ul style="list-style-type: none"> ○ Band owned housing occupied by elders, people with limited mobility or vulnerable populations and who cannot undertake mitigation activities themselves. 	
<p>B. FireSmart Canada Neighbourhood Recognition.</p> <p>Refer to Appendix 5 for requirements for funding this activity and note that the assessment and plan are required to be completed in the same intake.</p>	<p>Neighbourhood Wildfire Hazard Assessments - Up to \$450 per neighbourhood (generally 3 – 4 hours to complete)</p> <p>FireSmart Neighbourhood Plans - Up to \$1,100 per neighbourhood</p>
<p>C. Conduct FireSmart Home Partners Assessment for individual residential properties or homes, <u>limited to</u>:</p> <ul style="list-style-type: none"> ● Upon completion of certification, receipt of a Home Partners driveway sign. ● Data collection and management using HPP data base. ● Simple reporting (for community members, Council, etc.). ● Basic mapping for PDF product. <p>Refer to Appendix 5 for requirements for funding.</p>	<p>Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete)</p> <p>Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)</p>
<p>D. Provide off-site vegetative debris disposal for residential property or home owners who have undertaken their own residential scale FireSmart vegetation management, including:</p> <ul style="list-style-type: none"> ● Provide sharpening services for gardening hand tools ● Provide a dumpster, chipper or other collection method. ● Waive tipping fees. ● Provide curbside debris pick-up. <p>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</p>	

Additional Eligible Costs and Activities

In addition to the activities identified in [Table 1](#), the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental recipient staff and administration costs (e.g. creating a new position or adding new responsibilities to an existing position);
- Consultant/contractor costs. Please note: if you intend to hire a professional (planner, forester) to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g. social media, planning events or administering rebate programs) consultant rates are expected to be commensurate with the type of activity being undertaken;
- 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;
- Expenses related to local cultural protocols (e.g. gifts, cultural ceremonies);

- Translation costs and the development of culturally appropriate education, awareness, or engagement materials;
- Identification of community and cultural values through engagement. This includes seeking advice from Indigenous Knowledge Holders and other experts (e.g., health authorities, First Nations Health Authority, biologists, etc.) and engaging the community (e.g., equity-denied populations, Indigenous organizations), Indigenous Nations, local governments, agricultural sector, critical infrastructure owners, etc.;
- Purchase of [FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers (up to \$5,000 per recipient per year);
- Purchase of tools (e.g. hand saws, loppers), power tools (e.g. chainsaws, brush saws, walk-behind lawnmowers, string trimmers) and IT equipment (limited to tablet computers, compatible Satellite Emergency Notification Devices, Global Positioning System trackers and required accessories) required for eligible activities (up to \$5,000 per recipient per year);
- Lease of equipment and/or vehicles (with the exception of trailers or equipment for FireSmart structure protection);
- Presentation to Band Council, or Treaty First Nation government, local government Council, Board, community organizations, etc.; and,
- Public information costs.

Ineligible Costs and Activities

Any activity that is not outlined in [Table 1](#) or explicitly approved by UBCM is not eligible for grant funding. This includes:

- Routine or ongoing operating and/or planning costs or activities that are not incremental to the project;
- Development or amendment of plans or maps primarily intended for emergency response.
- Development of databases;
- Purchase of software, software licences, service subscriptions, or membership fees;
- Development of FireSmart plans, other than CWRPs, amendments to existing CWRPs and [FireSmart Neighbourhood Plans](#);
- Development or update of feasibility studies (including water tank location analysis);
- Purchase, construction or siting of Fire Danger rating signs;
- Purchase of non-[FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers;
- Purchase of emergency supplies (e.g. first aid kits, evacuation supplies) for community members or households;
- Wildfire threat assessments and fuel treatment unit identification on **private land** (outside of GIS and/or FireSmart assessments, with the land owners' consent) or outside of the eligible WUI. Private Managed Forest Land (PMFL) wildfire threat assessments may be eligible if located within the eligible one kilometre WUI and the PMFL owner has consented; and,
- For FireSmart crew activities only:
 - Purchase of machinery and/or livestock for grazing.
 - Work undertaken by the Ministry
 - Any third-party requirements to address hazard abatement under the *Wildfire Act*.
 - Hazard abatement activities related to existing or decommissioned saw mills (e.g. removal of slabs and/or sawdust).

6. Allocation Request Requirements and Process (Updated December 2023)

The new [LGPS Online Application Tool](#) is now available. Refer to [Appendix 9](#) for full information.

Allocation Request Deadline

The 2024 FireSmart Community Funding and Supports program will have an open intake. Funding permitting, eligible recipients can submit one application between October 1, 2023 and September 30, 2024).

Recipients will be eligible to apply for future funding after two years from the date of the approval agreement or after the complete final report is submitted.

Required Allocation Request Contents

Starting in January 2024, all recipients are required to complete the LGPS Online Application Form and submit an electronic copy of the documents outlined in Table 2:

Table 2: Allocation-based Funding Submission Requirements	
Submissions	Related Attachments (as required)
Allocation-based Funding Worksheet	<ul style="list-style-type: none"> • If available, workplans, budgets or other documents with information on anticipated FireSmart activities • Completed CWPP or CWRP (if not previously submitted)
Prior to commencing FireSmart activities (as required)	<ul style="list-style-type: none"> • Approval from SPCO (if applying for Phase 2, 3 or 4) for FireSmart structure protection equipment • Completed FireSmart Assessment(s) for eligible FireSmart Projects for Critical Infrastructure • Completed FireSmart Assessment(s) for eligible FireSmart Projects for Community Assets • Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Culturally Significant Sites • Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Green Spaces • In cases where critical infrastructure, community assets or culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) at the time of application submission.
For CWRP updates only <i>Recipients with an acceptable plan that would like to amend/develop a CWRP must contact UBCM before commencing the project.</i>	<ul style="list-style-type: none"> • PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI • In cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required <u>at the time of application submission</u> from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails), other land managers (e.g. Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist). • In cases where the eligible WUI includes Private Managed Forest Land (PMFL), confirmation that the proposed risk assessments

	activities are supported will be required <u>at the time of application submission</u> from the PMFL.
Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management	

Additional Allocation Request Contents

In order to apply for fuel management or additional funds for recipients impacted by 2023 wildfire, refer to Table 3.

Table 3: Additional Contents and Related Attachments	
Fuel Management	<ul style="list-style-type: none"> Refer to the Application-based program. Worksheet 2 can be submitted with the Allocation-based Funding Request Form or at a later date.
Additional Funding for Recipients Impacted by 2023 Wildfires	<ul style="list-style-type: none"> Refer to the Appendix 3. Worksheet 4 can be submitted with the Allocation-based Funding Worksheet or at a later date.

Submission of Allocation Request

Starting in January 2024, Allocation Requests are required to be submitted in two steps **prior to the deadline**:

1. [LGPS Online Application Form](#): This online form must be completed for all applications and allocation requests to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the recipient will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Allocation-based Funding Worksheet that must be completed as part of Step 2.
2. Allocation-based Funding Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

Refer to [Appendix 9](#) for more information on the new process and the information that will be required to be submitted during each step.

7. Grant Management and Recipient Responsibilities

Grants are awarded to eligible recipients only and, as such, the recipient is responsible for completion of the project and for meeting reporting requirements. Recipients 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 and Payments

All recipients will receive written notice of funding decisions. Recipients 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 awarded as follows: 25% when the signed Approval Agreement has been returned to UBCM, and the eligible remainder when the project is complete and UBCM has received and approved the required final reporting.

Post-Grant Approval Meetings

As a requirement of grant funding, all recipients are required to meet with the BCWS Wildfire Prevention Officer/Prevention Specialist or FNESS Mitigation Specialist/Liaison, or designate, to discuss the approved project prior to commencing work.

In addition, where applicable, recipients are encouraged to meet with the Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada) to discuss the project prior to commencing work.

Progress Payments (Claims)

To request a progress payment, recipients are required to submit the [Allocation Claims Form](#) (and all required attachments).

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the approval letter and all extensions beyond this date must be requested in writing and be approved by UBCM.

The [Interim Report Form](#) will be required to be submitted for all extension requests over six months. Extensions will not exceed one year from the date of the original final report deadline.

8. Interim Reporting and Final Report Requirements and Process

Reporting requirements do not apply to any product, data or information which may include Indigenous knowledge. The Ministry of Forests respects the First Nations principles of OCAP®.

Interim Reports

An interim report, using the [Allocation Claims Form](#), will be required at 12 months for all two-year projects.

Final Reports

Recipients are required to submit an electronic copy of the complete final report, as outlined in Table 4.

Table 4: Required Final Report Contents and Related Attachments	
Required Submissions	Related Attachments (as required)
FireSmart Activities	<ul style="list-style-type: none">Refer to Allocation Claims/Final Report Form
CWRP Updates	<ul style="list-style-type: none">Copy of the amended CWRPMaps and spatial data as outlined in Appendix 10
Copies, excerpts and/or links to all materials produced with grant funding	
Photos of funded activities and/or completed projects and links to media directly related to the funded project.	

Submission of Interim Reporting and Final Reports

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

All interim and final reports should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cri@ubcm.ca.

Review of Interim and Final Reports

UBCM will perform a preliminary review of all reports to ensure the required report elements have been submitted. Following this, all complete final reports and deliverables will be reviewed by BCWS, FNESS and/or, where applicable, BC Parks.

All final report materials may be shared with the Province of BC, First Nations' Emergency Services Society, and BC FireSmart Committee.

9. Additional Information

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

E-mail: cri@ubcm.ca

Phone: 604-270-8226 ext. 220

Appendix 1: Definitions

Area of Interest (AOI): all the area that lies within the municipal boundary, regional district boundary, or boundary of **First Nations land**. For regional districts this could be the boundary of an electoral area that encompasses multiple communities. The AOI is not the eligible WUI. Refer to the CWRP template and guidance document for more information.

Cultural Burning: a practice that has existed since time immemorial, with traditional knowledge passed down from generation to generation. It holds different meanings for different Indigenous communities, but is often defined as the controlled application of fire on the landscape to achieve specific cultural objectives. These burns are typically implemented at low intensity, with guidance from an Elder or Fire Knowledge Keeper, often in collaboration with inter-ministry partners. Common objectives include, but are not limited to cultural and language preservation, fuel mitigation, food and medicinal plant revitalization, and habitat enhancement

Culturally Significant Sites: locations of historical and cultural importance to Indigenous communities, preserving their heritage, traditions, and connection to the land. These include, but are not limited to, culturally modified trees, traditional dwellings, burial sites, and ceremonial sites.

Eligible Wildland Urban Interface (WUI): for the purpose of the FireSmart Community Funding and Supports program, the eligible WUI is the area in which risk assessment activities will be undertaken by the approved applicant and is generally defined as a maximum of one kilometer from the structure density class greater than 6.

Risk assessment activities are generally limited to the eligible WUI; local government land and First Nations land within the eligible WUI must be assessed, but risk assessments on Provincial Crown Land within the eligible WUI is voluntary (but eligible for funding). For the purpose of the FireSmart Community Funding and Supports program, in cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required at the time of application submission from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails), other land managers (e.g. Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist).

In addition, risk assessment activities for Private Managed Forest Land (PMFL) are eligible for funding if located within the eligible WUI and only with the consent of the PMFL owner (which must be submitted at the time of application submission). *Updated February 2024*

First Nations land: First Nation reserve land, land owned by a Treaty First Nation (as defined by the Interpretation Act), land under the authority of an Indigenous National Government, or other land owned by a First Nation or Treaty First Nation. *Updated February 2024*

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

Green Spaces: for the purpose of FireSmart Community Funding and Supports program, green spaces are limited to **First Nations owned land** or **publicly owned land** and only include:

- Parks: open areas with lawns, trees, and amenities for recreation, including playgrounds, sports fields, and picnic areas.
- Gardens: spaces featuring a variety of plants and flowers, often with educational purposes.
- Cemeteries
- Naturalized spaces: undeveloped areas within urban settings.
- Trails and Pathways: walking and biking routes connecting different parts of a city or town.
- Waterfronts: areas along rivers, lakes, or coasts, offering recreational activities and scenic views.
- Linear Parks and Greenways: green spaces along rivers, canals, or former railway lines.
- Right-of-Ways and Boulevards: landscaped roadside areas with trees and vegetation.

Neighbourhood: for the purpose of the FireSmart Community Funding and Supports program, a neighbourhood is considered to be an area of approximately 50 homes.

Prescribed fire: deliberate, planned and knowledgeable application of fire to a specific land area to accomplish pre-determined forest management or other land use objectives.

Private land: fee-simple land that is not owned by a level of government.

Provincial Crown Land: land (or land covered by water like rivers or lakes) that is owned by the Province of BC.

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

Publicly owned land: land owned by a local government or land owned by a public institution (such as a health authority or school district). For the purpose of the FireSmart Community Funding and Supports program, land owned by colleges and universities is not considered **publicly owned land**.

Publicly and First Nations owned critical infrastructure: assets owned by a 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 at various scales:

1. **Residential Scale FireSmart vegetation management:** the removal, reduction, or conversion of flammable plants on residential properties in order to create more fire-resistant areas in [FireSmart Home Ignition Zone](#) (within 30 m of homes and structures). Refer to the [FireSmart Guide to Landscaping](#).
2. **Community Scale FireSmart vegetation management:** the removal, reduction, or conversion of flammable plants and/or thinning or pruning of trees and shrubs in **culturally significant sites** and **green spaces**.
3. **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 the likelihood of successful suppression, generally outside of FireSmart Home Ignition Zone.

Appendix 2: WUI Risk Class and Risk Class Maps

Recipients are required to identify the WUI Risk Class to provide evidence of wildfire risk in their community.

WUI Risk Class

Risk class reflects the analysis of weighted PSTA threat components within the individual WUI Risk Class polygons. Five risk class ratings were applied to the WUI polygons, with “1” being a higher relative risk and “5” being the lowest relative risk. The application of relative risk does not imply “no risk”, since the goal is to identify areas where there is higher risk.

Identifying your WUI Risk Class (1-5) and Associated Polygon Name

Recipients are required to identify the WUI Risk Class to provide evidence of wildfire risk in their community by locating their general area of interest on the [Wildland Urban Interface Risk Class Maps](#) or Google Earth compatible KML files. In cases where local assessments provide additional evidence of higher wildfire risk (than the WUI Risk Class), recipients can provide this information with the Allocation-based Funding Request Form.

Google Earth compatible KML files have been created for each Fire Centre with the WUI Risk Class Maps information. An additional layer has been provided for the WUI Risk Class Maps and the Google Earth KML files with completed fuel treatments including treatments funded through the Strategic Wildfire Prevention Initiative, Forest Enhancement Society of BC, FireSmart Community Funding and Supports and Crown Land Wildfire Risk Reduction programs to date.

Provincial Strategic Threat Analysis

At a provincial scale, the wildfire risk framework starts with an analysis of the WUI. Quantification of wildfire threat components, including likelihood (fire occurrence) and severity (head fire intensity, which is calculated using the 90th percentile weather conditions and fuel type) and wildfire propagation potential (spotting) at the provincial scale, is represented by the [Provincial Strategic Threat Analysis](#) (PSTA).

The PSTA assesses and maps potential threats to values on the landscape, including communities, infrastructure and natural resources.

Private Land

In some areas of the province the **private land** percentage is still too high for the analyses to provide a meaningful risk class rating. For the northeast area of the province around Fort St. John and Dawson Creek, extensive tracts of **private land** surround the smaller WUI polygons. A manual process was used to assign the risk class to these areas. Additional PSTA map extents are provided for the map sheets around the Vanderhoof, Kettle Valley and Prince George areas as well, for information only, as the risk classes that were assigned for these additional WUI polygons. Please contact your local Fire Centre for further information regarding these specific areas.

Appendix 3: Additional Funding for Recipients Directly Impacted by 2023 Wildfires (Added November 2023)

Eligible recipients with an existing FireSmart program that were directly impacted by the 2023 wildfire season may apply to exceed the base funding maximum in order to support incremental FireSmart activities due to increased local demand for wildfire risk reduction.

Additional funding for s directly impacted by wildfire is limited to:

- Communities that experienced, as a direct result of 2023 wildfires:
 - Loss of residential structures;
 - Loss of critical infrastructure; and/or
 - Evacuation orders on the recommendation of the BC Wildfire Service.
- Eligible recipients that have an existing FireSmart program and can demonstrate an increase in demand for FireSmart activities since wildfire season
- Activities identified in Table 5 that are incremental to any activities that have been approved under the FireSmart Community Funding & Supports program.
- No more than \$100,000 in additional funding
- Single recipients (i.e., not as part of regional applications)

In addition, in order to qualify for additional funds, the recipient must have an approved 2024 FireSmart Community Funding and Supports application or include the request for additional funds in their 2024 application. Worksheet 4 is required to be submitted for consideration of additional funding. This worksheet will be reviewed by the BCWS and/or FNESS.

Table 5: Activities Eligible for Funding	
1. FIRESMART POSITIONS	
Eligible Activities	Cost Maximums and Guidance
A. Incremental FireSmart positions (e.g. creating a new position or adding new responsibilities to an existing position), based on the recommended job descriptions : <ul style="list-style-type: none"> • FireSmart Coordinator • Local FireSmart Representative • Wildfire Mitigation Specialist 	Required certification on application form and cost estimate in WS4 <i>The primary focus of FireSmart positions during recovery is to support eligible FireSmart activities identified in Table 5. Other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire, recovery and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.</i>
2. EDUCATION	
Eligible Activities	Cost Maximums and Guidance
A. Promote/distribute FireSmart educational resources, such as FireSmart 101 , Wildfire Risk Reduction Basics , FireSmart BC Education Program, FireSmart Begins at Home app, social media, FireSmart BC materials.	Required cost estimate in WS4
B. Organize, host or support FireSmart events: Wildfire Community Preparedness Day, Farm and Ranch Wildfire Preparedness workshop, Neighbourhood Champion workshop, community FireSmart day, and/or wildfire season open houses.	Up to \$5,500 per event

3. COMMUNITY PLANNING	
Eligible Activities	Cost Maximums and Guidance
A. Amend existing CWRPs that are less than 5 years old to include due to impacts of recent wildfire	Up to \$16,000 (depending on AOI and eligible WUI) and with required cost estimate in WS3
B. Develop FireSmart policies and practices for the design and maintenance of First Nations land and publicly owned land , such as parks and open spaces.	Required cost estimate in WS4
C. Develop FireSmart policies and practices for the design and maintenance of First Nations owned buildings and publicly owned buildings .	Required cost estimate in WS4
D. Complete FireSmart assessments for eligible First Nation owned buildings, publicly owned buildings, publicly and First Nations owned critical infrastructure, culturally significant sites and/or green spaces . FireSmart Assessments include:	
<ul style="list-style-type: none"> • FireSmart Home Ignition Zone (HIZ) Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership in WS4
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete field assessment and report writing)
<ul style="list-style-type: none"> • Checklist for CRI Requirements for Fuel Management Prescription (required before Culturally Significant Sites and Green Spaces Assessment is started) 	Up to \$250 per location/structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Culturally Significant Sites and Green Spaces Assessment 	Up to \$850 per structure/location (generally 4 to 8 hours) with ownership of land in WS4
4. DEVELOPMENT CONSIDERATIONS	
Eligible Activities	Cost Maximums and Guidance
A. Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart principles.	Up to \$10,700
B. Revise landscaping requirements in zoning and development permit documents to incorporate FireSmart principles.	Up to \$10,700
C. Establish or revise Development Permit Areas for Wildfire Hazard to incorporate FireSmart principles.	Up to \$10,700

D. Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management personnel, are included.	Up to \$10,700
5. FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS	
<i>To be eligible for funding, all FireSmart activities for residential areas must be located in the FireSmart Home Ignition Zone (with residential property and/or home owners' consent).</i>	
Eligible Activities	Cost Maximums and Guidance
A. Residential FireSmart Activities.	
<ul style="list-style-type: none"> • Conduct FireSmart HIZ Assessments for individual residential properties or homes, limited to: <ul style="list-style-type: none"> ○ Data collection activities using HIZ assessment. ○ Digitizing HIZ assessment information. ○ Simple reporting (for community members, Council, etc.). ○ Basic mapping for PDF product. 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • Offer local rebate programs to residential property or home owners that complete eligible FireSmart activities. <i>Refer to Appendix 8 for more information.</i> 	Rebates are limited to 50% of the total cost of the eligible activities identified in Table 12 Appendix 8 and up to \$5,000 per property
<ul style="list-style-type: none"> • Completion of recommended mitigation activities identified in a completed FireSmart Assessment, limited to labour costs required to complete activities outlined in Table 12 (see Appendix 8) for: <ul style="list-style-type: none"> ○ 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. ○ Band owned housing occupied by elders, people with limited mobility or vulnerable populations and who cannot undertake mitigation activities themselves. 	
<p>B. FireSmart Canada Neighbourhood Recognition.</p> <p><i>Refer to Appendix 5 for requirements for funding this activity and note that the assessment and plan are required to be completed in the same intake.</i></p>	<p>Neighbourhood Wildfire Hazard Assessments - Up to \$450 per neighbourhood (generally 3 – 4 hours to complete)</p> <p>FireSmart Neighbourhood Plans - Up to \$1,100 per neighbourhood</p>
<p>C. Conduct FireSmart Home Partners Assessment for individual residential properties or homes, <u>limited to</u>:</p> <ul style="list-style-type: none"> • Upon completion of certification, receipt of a Home Partners driveway sign. • Data collection and management using HPP data base. • Simple reporting (for community members, Council, etc.). 	<p>Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete)</p> <p>Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)</p>

<ul style="list-style-type: none"> • Basic mapping for PDF product. <p>Refer to Appendix 5 for requirements for funding.</p>	
<p>D. Provide off-site vegetative debris disposal for residential property or home owners who have undertaken their own residential scale FireSmart vegetation management, including:</p> <ul style="list-style-type: none"> • <u>Updated August 2023</u> - Provide sharpening services for gardening hand tools • Provide a dumpster, chipper or other collection method. • Waive tipping fees. • Provide curbside debris pick-up. <p>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</p>	<p>Required cost estimate in WS4</p>

Appendix 4: Funding Requirements for FireSmart Structure Protection

Recipients are eligible to purchase up to \$45,000 (per year) of structure protection equipment from the designated FireSmart Structure Protection Trailer list. This initial purchase should be in support of the completion of a FireSmart Structural Protection Trailer, a Structure Protection Community Assessment and training of structural protection personnel as outlined below.

Leasing of structure protection trailers or equipment is not eligible for funding.

For more information on the trailer requirements and Structure Protection Community Assessments please contact the Structure Protection Coordination Office at SPCO@gov.bc.ca

The FireSmart Structure Protection Trailer has been separated into four purchase phases to ensure that in each phase the recipient has structure protection capabilities. In order to have a fully stocked and capable FireSmart Structure Protection Trailer all equipment in Phases 1-4 must be purchased. It is recommended that recipients purchase equipment and complete activities in order of the phases (1-4).

Requirements for Funding

- Unless a community has a structure protection program and plan in place (see below), it is expected that start with Phase 1.
- Only equipment purchases are eligible for funding. Structure Protection Community Assessments are not eligible for funding and recipients should refer to [Category 7 in Table 1](#) for eligible training.
- All equipment MUST be labeled with recipient name and contact information to prevent loss during deployment at wildland-urban interface fires.
- The FireSmart Structure Protection Trailer will remain a local resource and will not be considered part of the provincial pool of structure protection resources.

Communities with Existing Structure Protection Program

Recipients that already have a structure protection program and plan in place can use the for subsequent phases provided they:

- Provide a list of current equipment
- Submit their current Structure Protection Community Assessments to the Structure Protection Coordination Office (SPCO@gov.bc.ca) and receive permission to proceed. Confirmation from the SPCO must be submitted to UBCM prior to purchases for Phase 2, 3 or 4.

Phase 1 Start up

It is recommended that in this phase recipients commit to completion of a FireSmart Structure Protection Trailer and purchase initial equipment (limited to Table 5), start the process of requesting Structure Protection Community Assessments (contact the Structure Protection Coordination Office at SPCO@gov.bc.ca) and train staff to support a structure protection program. Phase 1 was designed to ensure that a community would have a functional set of structure protection equipment while they build their overall structure protection program.

For the purpose of funding, the following are not eligible as Phase 1: Start Up expenditures: mixed oil 2 cycle, chain oil, tape (duct, Teflon or electrical), and rags.

Table 6: Eligible Activities for FireSmart Structure Protection Phase 1		
Category	Item	Quantity
Pump	Mark 3/Wick 375/Watson	2
	Pump Tool Kit	3
	Suction Hose with Foot Valve	3
	Fuel Can	4
	Single Fuel Line	4
	Dual Fuel Line	4
Berm	Portable Berm	2
Hose	1.5" x 100ft	15
	1.5" X 50ft	20
	Econo x 50ft	50
	Econo x 25ft	40
Nozzle	Econo	5
	1.5"	6
Valves	3-way	10
Sprinklers	Butterfly	15
	Large Sprinkler	15
	Small Sprinkler	15
	Gutter Mount	10
	Gutter Mount Bracket	10
Water thieves	1.5"	30
Portable Tank	2500 Gal	1
	Drain Kit	1
Ladder	Extension	1
Impact Tool	Impact Driver	1
Poly	Rolls	2
Tape	SPU Flagging	5 x 5 colours
Saw	Hand	1
Safety	Fire Extinguisher	1
	First Aid	1
	Cones	1
Trailer	20'	1

Phase 2 Planning

It is recommended that in this phase recipients complete Structure Protection Community Assessments (with the Structure Protection Coordination Office) and continue to purchase equipment (limited to Table 7).

Table 7: Eligible Activities for FireSmart Structure Protection Phase 2		
Category	Item	Quantity
Pump	Mark 3/Wick 75/Watson	3
	Pump Tool Kit	3
	Suction Hose with Foot Valve	3
	Fuel Can	4
	Single Fuel Line	4
	Dual Fuel Line	3
Hose	2.5 x 50ft	5
	1.5" X 50ft	10
	Econo x 50ft	40
	Econo x 25ft	35
Valves	3-way	10
Sprinklers	Butterfly	15
	Large Sprinkler	15
	Small Sprinkler	15
	Gutter Mount	10
	Gutter Mount Bracket	10
Water thieves	1.5"	30
Impact Tool	Impact Driver	1
Lighting Kit	Generator	1
	Halogen/LED Yard Light	2
	Ext. Cord	2
	Power Bar	1
Rope	Roll	1

Phase 3 Additional Equipment

It is recommended that in this phase recipients continue to purchase equipment (limited to Table 8).

Table 8: Eligible Activities for FireSmart Structure Protection Phase 3		
Category	Item	Quantity
Hose	1.5" X 100ft	5
	1.5" X 50ft	10
	Econo x 50ft	30
	Econo x 25ft	25
Valves	3-way	5
Sprinklers	Large Sprinkler	10
	Small Sprinkler	10
	Painters Pole	1
Water thieves	1.5"	20
Portable Tank	2500 Gal	1
FF Tools	Shovels	1
	Pulaski	1
	McLeod Tool	1
	Axe	1
	Backpack Tank	1
Carpenter Tool Kit	Items in each kit: Belt, Hammer, Pry bar, Staple gun, Pliers, Screwdriver, Wrench (various), Conduit clamps, Pipe Strapping, Tin snips, Screws (various), Nails	2 kits
Safety	PFDs	2
Miscellaneous Tools	Rake	1
	Broom	1
	Cutters	1
	Circular Saw	1
	Wheel Barrow	1

Phase 4 Completion

It is recommended that in this phase recipients complete the equipment list for a FireSmart Structure Protection Trailer (limited to Table 9), have completed Structure Protection Community Assessments and have trained staff to support a structure protection program.

Table 9: Eligible Activities for FireSmart Structure Protection Phase 4		
Category	Item	Quantity
Pump	Mark 3/Wick 75/Watson	1
	Suction Hose with Foot Valve	1
	Fuel Can	4
Hose	2.5 x 50ft	15
	1.5" X 100ft	5
	1.5" X 50ft	10
	Econo x 50ft	30
	Econo x 25ft	25
Valves	3-way	5
	Large Sprinkler	10
	Small Sprinkler	10
	Gutter Mount	5
	Gutter Mount Bracket	5
Water thieves	2.5"	15
	1.5"	20
Adapters	2.5" Hydrant Gate	2
	2.5" double female	1
	2.5" double male	1
	2.5" gated wye	1
	2.5" to 1.5" QC	5
	Hydrant wrench	2
	3-way individual gat	20
	Double female adapters	25
	1.5" male reducer	5
	1.5" female increaser	5
	Ball valve shutoff	10
Chainsaw Kit	Chainsaw	1
	Chainsaw gas can	1
	PPE	1
	Tool Kit	1
	Files	1

Trailer Accessory	Shelving, totes, etc.	1
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Structure Protection Community Assessment

The purpose of a Structure Protection Community Assessment is to create a pre-plan management template for use by BCWS Structure Protection Specialist (SPS) that enhances response assessment to WUI events affecting small communities, including First Nations, by:

1. Soliciting local information through a timely and simple process in a widely accessible medium;
2. Explicitly including the priorities of local communities;
3. Providing a means to pre-plan and share situational awareness in response planning with convergent first responders who arrive at WUI events with limited understanding of local geographic, economic, environmental, and social/cultural issues; and,
4. Leveraging available technologies to achieve objectives 1-3 above.

The goal of this plan is to provide response agencies with a strategic framework to use for the protection of improved properties or other values at risk in the event of a significant wildfire. This plan is separated into two parts; the first includes general information intended for use prior to an incident. Information intended for review and implementation during non-emergency periods by local communities. The second is more specific information about each of the identified critical infrastructures, intended to provide an incoming Incident Management Team or SPS with accurate predetermined structural and cultural priorities requiring protection as well as to identify tactical and operational information, as necessary. This plan recognizes the capability of the local fire department and the contributions that can be made by local, regional and provincial fire service resources.

DISCLAIMER

The recommendations made in the Structure Protection Community Assessment are based on fire probabilities for the conditions observed at the time of the survey. It must be understood that all fire scenarios cannot be addressed and that the plan is not an absolute. The plan should be used as a guide and implemented in part or in whole as circumstances dictate. The key to continued credibility of a Structure Protection Community Assessment is the time and accuracy employed to maintain the information provided. The document should be reviewed by community officials or their designate and updated on an annual basis prior to wildfire season.

Communities looking for Community Structure Protection Assessments can contact SPCO@gov.bc.ca for further information.

Appendix 5: FireSmart Canada Neighbourhood Recognition Program and Home Partners Program

The FireSmart Canada Neighbourhood Recognition Program (FCNRP) and the Home Partners Program (HPP) are both excellent resources for communities and homeowners. However, it is important to understand the intent of each in order to apply for funding through the FireSmart Community Funding and Supports program.

Both the FireSmart Canada Neighbourhood Recognition Program and the Home Partners Program can and should exist within a community. The FCNRP focuses on neighbourhood involvement, engagement and education and the HPP provides mitigation recommendations for the action of individual homeowners. Together the two programs can assist communities in becoming wildfire resilient.

FireSmart Canada Neighbourhood Recognition Program

The FCNRP focuses on engaging **neighbourhoods** and encouraging them to create a FireSmart plan for their **neighbourhood**. Local FireSmart Representatives are contacted to complete neighbourhood assessments and assist in the formation of a local FireSmart Neighbourhood Committee and plan. After hosting a FireSmart event and taking steps to FireSmart their **neighbourhood**, the community can apply for national recognition.

Home Partners Program

The FireSmart Home Partners Program is a collaboration between FireSmart Canada, provincial governments, local governments, Indigenous communities, the private sector and homeowners in Canada.

A Wildfire Mitigation Specialist (WMS) completes an assessment that provides residents with:

- An in-depth, on-site assessment conducted by experienced fire professionals;
- An opportunity for property owners to identify mitigation actions unique to their property;
- A detailed follow up report with customized mitigation actions designed to measurably reduce the wildfire risk to their property;
- An opportunity to earn FireSmart Home Partners certificate acknowledging their mitigation achievements. The certificate is given upon successful completion of required mitigation actions and an on-site follow up inspection;
- This type of recognition can be used to enhance real estate transactions by reassuring prospective buyers that the appropriate level of wildfire risk reduction has been achieved on the property;
- The mitigation certificate can also be shared with local insurance providers to showcase mitigation activities and potentially increase a homeowner's ability to maintain insurance coverage. FireSmart Canada does not share the assessment or any details of the assessment with the insurance industry or any other third party, including Freedom of Information requests.

Appendix 6: Funding Requirements for FireSmart Projects for Critical Infrastructure and Community Assets

For critical infrastructure, eligible projects must be **First Nations owned buildings, publicly owned buildings or publicly or First Nations owned critical infrastructure** 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 (e.g. 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.

For community assets, eligible projects must be buildings or properties owned by 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).

In cases where critical infrastructure or community assets are located on **Provincial Crown Land** confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) prior to commencement of the project.

FireSmart Projects for Critical Infrastructure and Community Assets can include:

- Updated November 2023 - Completion of FireSmart Assessment before mitigation work is started
- Retrofitting existing structures/properties.
- New construction, provided that:
 - Construction was completed within past 12 months from date of submission of the Application-based Funding Request Form;
 - Construction follows the [Wildfire-Resilience best-practice checklist for home construction, renovation and landscaping](#).
 - Only incremental FireSmart expenditures, limited to activities identified in [Table 10](#), are eligible.
 - An eligible assessment is completed when construction is complete.

All assessments for critical infrastructure or community assets are required to be completed on the FireSmart HIZ Assessment, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment before the mitigation work begins. A secondary assessment is required to be completed for all critical infrastructure or community assets for which mitigation activities are undertaken.

Please note that all FireSmart HIZ Assessments must be conducted by a qualified Local FireSmart Representative (LFR) and all Home Partners Program Assessments must be conducted by a qualified Wildfire Mitigation Specialist (WMS). LFRs and WMSs must have current training qualifications from FireSmart Canada.

For the purpose of funding, the following are not eligible as FireSmart Projects for Critical Infrastructure: roads and bridges, gas stations, hotels and transfer stations.

Table 10: Eligible Activities FireSmart Projects for Critical Infrastructure and Community Assets		
Buildings		
1	Roof material and construction	<ul style="list-style-type: none"> • Install class A UL/ASTM fire rated roof covering (e.g. Metal, rated hot lay, clay tile or asphalt shingles) • Remove unrated roof covering (including wood shakes and wood shingle roofs)

2	Roof covering	<ul style="list-style-type: none"> Ensure there are no gaps, openings that expose combustible building components, or enclosed spaces where embers could accumulate, lodge, or penetrate
3	Gutters (combustible or non-combustible)	<ul style="list-style-type: none"> Ensure there are non-combustible gutters, no exposed combustible fascia/roof covering above gutters (metal or aluminum), or no gutters Remove combustible (plastic, vinyl, wood) and/or exposed combustible fascia/roof covering above gutter
4	Cleanliness of roof and gutters	<ul style="list-style-type: none"> Remove all needles, leaves, or other combustible materials
5	Eaves	<ul style="list-style-type: none"> 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
6	HVAC/active ventilation systems	<ul style="list-style-type: none"> Ensure all HVAC/active ventilation systems have 24 hour onsite operator, or remote shut-down capability
7	Exterior siding	<ul style="list-style-type: none"> Install ignition resistant (cement fibre board, log) or non-combustible siding (stucco, metals, concrete, brick/stone)
		<ul style="list-style-type: none"> Ensure there are no gaps or cracks, missing siding, or holes
8	Walls	<ul style="list-style-type: none"> Ensure there is no less than 15 centimetres non-combustible vertical ground-to-siding surface
9	Fire resistant windows or doors (including large doors/garage doors)	<ul style="list-style-type: none"> 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
10	Underside of the balcony, deck, porch, other building extensions or open foundation	<ul style="list-style-type: none"> Ensure balcony, deck, porch, or other building extensions/open foundations are sheathed in with fire resistant/non-combustible 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 FireSmart Home Ignition Zone and slope set-back (if applicable)
11	Building set back from the edge of a slope	<ul style="list-style-type: none"> Ensure the building is located on flat ground that extends to the full distance of the FireSmart Home Ignition Zone
Critical Structures – Utility Poles, Communications Towers, Pipeline Valve Stations		
12	Valve station/substation/propane tanks	<ul style="list-style-type: none"> Ensure a non-combustible surface is continuous under all combustible infrastructure
13	Utility line poles or critical component (weather stations, antennae masts, cellular towers)	<ul style="list-style-type: none"> Ensure poles/ support structures are constructed of non-combustible material (metal or concrete)
		<ul style="list-style-type: none"> 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
14	Critical component	<ul style="list-style-type: none"> 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 FireSmart Home Ignition Zone are treated

		<ul style="list-style-type: none"> • Ensure critical components are not constructed of materials that are susceptible to damage from embers OR Critical components are constructed of materials that are susceptible to damage from embers but are free of any gaps, holes or areas where embers could accumulate, lodge, or penetrate
FireSmart Immediate Zone (0 to 1.5 metres)		
15	1.5 metres from furthest extent of critical building or structure (includes overhangs, extensions and decks)	<ul style="list-style-type: none"> • Replace combustible surfaces with non-combustible surfaces • Remove or mitigate combustible debris, materials, fences, or vegetation
FireSmart Intermediate Zone (1.5 to 10 metres)		
16	Non-critical buildings and flammable substances or other combustible materials (vehicles, flammable liquids, debris, construction material etc.)	<ul style="list-style-type: none"> • Ensure flammable substances are moved outside of the Intermediate Zone, or placed in a fire-resistant storage container • Ensure outbuildings and other combustible materials are mitigated to meet FireSmart guidelines or moved outside of the Intermediate Zone
17	Trees	<ul style="list-style-type: none"> • Remove coniferous trees from this zone or mitigate mature conifers (limb to 2 metres and ensure 3 metres crown spacing where ecologically appropriate). Promote deciduous trees that are resistant to wildfires
18	Surface vegetation and combustible materials	<ul style="list-style-type: none"> • Cut and maintain grass to less than 10 centimeters • Plant low-growing, well-spaced, fire-resistant plants and shrubs, avoid having any woody debris, including mulch • Ensure surface debris is kept to a minimum. Remove dead branches, excessive build up of pine needles, and heavy accumulation of grass
19	Trees	<ul style="list-style-type: none"> • Mitigate or remove coniferous trees or replace with deciduous tree species • Limb conifer tree branches within 2 metres of the ground
FireSmart Extended Zone (10 to 30 metres)		
20	Surface Vegetation	<ul style="list-style-type: none"> • Reduce surface vegetation - long grass and flammable shrubs • Reduce accumulations of branches, logs and debris

Appendix 7: Funding Requirements for FireSmart Projects for Culturally Significant Sites and Green Spaces

Culturally significant sites are locations of historical and cultural importance to Indigenous communities, preserving their heritage, traditions, and connection to the land. These include, but are not limited to, culturally modified trees, traditional dwellings, burial sites, and ceremonial sites.

In cases where culturally significant sites are located on **Provincial Crown Land** confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails).

Green spaces include parks, gardens, cemeteries, naturalized spaces, trails and pathways, waterfronts, linear parks and greenways, rights-of-way and boulevards. Refer to the definitions for more information. **Green spaces** are limited to **First Nations owned land** or **publicly owned land**.

FireSmart Projects for **Culturally Significant Sites** and **Green Spaces** can include:

- *Updated November 2023* - [Checklist for CRI Requirements for Fuel Management Prescription](#) is required to be completed before CSSGS Assessment is initiated
- *Updated November 2023* - Completion of [FireSmart CSSGS Assessment](#) before mitigation work is initiated
- Community-scale FireSmart **vegetation management** practices to decrease CSSGS wildfire risk.
- Only incremental FireSmart expenditures, limited to activities identified in Table 11, are eligible.

All assessments for CSSGS are required to follow the [CSSGS Guide](#) and be completed on the [CSSGS Assessment](#) before mitigation work begins. A secondary assessment is required to be completed after mitigation activities are undertaken.

Updated November 2023 - Please note that all CSSGS Assessments must be conducted by a qualified Wildfire Mitigation Specialist (WMS). WMSs must have current training qualifications from FireSmart Canada.

Culturally Significant Site or Green Space		
1	Brushing of trees and shrubs	<ul style="list-style-type: none"> • Remove conifers that are no greater than 2 metres in height • Ensure shrubs are spaced to break up fuel continuity • Ensure surface fuels are mitigated by removing heavy accumulation of dead branches, logs, leaves or needles, and wood chips.
2	Pruning of trees and shrubs	<ul style="list-style-type: none"> • Ensure conifer trees are pruned to 2 metres above ground or 1/3 of canopy, whichever is less. • Ensure flammable shrubs and excessive build up is removed from tree drip line.
3	Plant selection	<ul style="list-style-type: none"> • Ensure there is a mix of deciduous and coniferous trees present. • Ensure flammable shrub species are replaced with FireSmart plant guide species. Prioritize native species to reduce maintenance and water use
4	Hardscaping	<ul style="list-style-type: none"> • Ensure landscaping timbers are properly mitigated, i.e. replace wooden ties with non-combustible material. • Ensure bark mulch is replaced with non-combustible material.

5	Slope	<ul style="list-style-type: none"> • Ensure extra measures are taken when CSSGS has slope as a contributing risk factor. • Ensure horizontal and vertical fuels are broken up with spacing
Culturally Significant Site (with a precise focal point)		
FireSmart Immediate Zone (0 to 1.5 meters)		
6	1.5 meters from furthest extent of focal point or specific value	<ul style="list-style-type: none"> • Replace combustible surfaces with non-combustible surfaces • Remove or mitigate combustible debris, materials, fences, or vegetation
FireSmart Intermediate Zone (1.5 to 10 meters)		
7	Trees	<ul style="list-style-type: none"> • Remove coniferous trees from this zone or mitigate mature conifers (limb to 2 metres and ensure 3 metres crown spacing where ecologically appropriate). Promote deciduous trees that are resistant to wildfires
8	Surface vegetation and combustible materials	<ul style="list-style-type: none"> • Cut and maintain grass to less than 10 centimetres • Plant low-growing, well spaced, fire-resistant plants and shrubs. Avoid having any woody debris, including mulch • Ensure surface debris is kept to a minimum. Remove dead branches, excessive build up of pine needles, and heavy accumulation of grass
FireSmart Extended Zone (10 to 30 meters)		
9	Trees	<ul style="list-style-type: none"> • Mitigate or remove coniferous trees or replace with deciduous tree species • Limb conifer tree branches within 2 metres of the ground
10	Surface vegetation and combustible materials	<ul style="list-style-type: none"> • Reduce surface vegetation - long grass and flammable shrubs • Reduce accumulations of branches, logs and debris

Appendix 8: Funding Requirements for FireSmart Rebate Program and Mitigation Work for Seniors, Elders, People with Limited Mobility or Vulnerable Populations

Recipients can use grant funding to offer local rebate programs and/or undertake eligible residential mitigation work for residential property or home owners that complete eligible FireSmart activities on their properties in the FireSmart Home Ignition Zone (within 30 m of homes and structures).

Rebates and eligible residential mitigation work can include:

- Retrofitting existing residential structures/properties.
- New residential construction, provided that:
 - Construction was completed within past 12 months from date submission of Allocation-based Funding Request Form;
 - Construction follows the [Wildfire-Resilience best-practice checklist for home construction, renovation and landscaping](#);
 - Only incremental FireSmart expenditures, limited to activities identified in Table 12, are eligible;
 - An eligible assessment is completed when construction is complete.

Rebate Program Requirements and Eligible Residential Mitigation Work

Approved recipients are required to adhere to the following requirements:

- Rebates are limited to 50% of the total cost of the eligible activities identified in Table 12 and no more than \$5,000 per property².
- Areas of higher wildfire risk, such as **neighbourhoods** adjacent to the forested edge and/or areas that fall in an overall high to extreme category, should be prioritized for rebates and eligible residential mitigation work. Current plans should be used to decide where to prioritize FireSmart activities.
- The approved recipient must assess the FireSmart activities that are conducted by the residential property or home owner and review costs (e.g. receipts and/or proof of labour) before approving rebates.
- The residential property or home owner must have a [FireSmart Home Ignition Zone Assessment](#) of their property conducted by a qualified Local FireSmart Representative (LFR) or have their home assessed through the [Home Partners Program](#) by a qualified Wildfire Mitigation Specialist (WMS).
- The qualified LFR or WMS must use the [FireSmart Assessment Work Hours Estimate Form](#) to outline mitigation recommendations to the residential property or home owner.
- For rebates, residential property or home owners can complete the recommended mitigation activities themselves, or hire others to complete the work.
- Only activities that are recommended in the completed assessment and that are identified in Table 12, are eligible for the rebate or eligible residential mitigation work.

Table 12: Eligible Activities for FireSmart Rebate Programs and Eligible Residential Mitigation Work		
Home or Structure		
1	Roof Material Gutters Vents and Openings	<ul style="list-style-type: none"> • Install UL/ASTM fire-rated roofing (metal, clay, asphalt shingles) • Install non-combustible gutters and/or gutter covers • Remove roof surface tree needles, debris or overhanging branches • Install closed eaves and/or non-combustible fire-rated vents or vents with 3 mm screening

² For strata properties, rebates are available for the common property and properties owned by individual owners.

2	Building Exterior or Siding	<ul style="list-style-type: none"> • Install ignition resistant (fibre cement board or log) or non-combustible (stucco, metal, brick/stone) exterior siding material • Repair gaps, cracks or holes where embers could lodge or penetrate • Provide 15 cm non-combustible vertical ground-to-siding clearance
3	Windows and Doors	<ul style="list-style-type: none"> • Install tempered glass in all doors and windows • Replace single pane window glass with multi pane / thermal window glass • Repair gaps in doors / garage doors where embers could accumulate or penetrate
4	Balcony, deck, porch	<ul style="list-style-type: none"> • Install non-combustible or fire-rated, solid (no gaps or cracks) deck surface and support construction • Close up open deck structures or remove all combustibles below deck
FireSmart Immediate Zone (0 to 1.5 metres from Home)		
5	1.5 metres from furthest extent of home	<ul style="list-style-type: none"> • Replace combustible surfaces with non-combustible surfaces • Remove combustible debris, materials, fences or plants
FireSmart Intermediate Zone (1.5 to 10 metres from Home)		
6	Adjacent Combustibles	<ul style="list-style-type: none"> • Move woodpiles, building materials and all other combustibles into the Extended Zone or enclose in an outbuilding that meets FireSmart guidelines
7	Outbuildings not meeting FireSmart guidelines	<ul style="list-style-type: none"> • Relocate outbuildings not meeting FireSmart guidelines more than 10 metres from home or upgrade outbuildings to meet FireSmart guidelines
8	Trees	<ul style="list-style-type: none"> • Remove coniferous trees from this zone or mitigate mature conifers (limb to 2 metres and ensure 3 metre crown spacing where ecologically appropriate). Promote deciduous trees that are resistant to wildfires
9	Surface vegetation and combustible materials	<ul style="list-style-type: none"> • Cut and maintain grass to less than 10 centimetres or shorter • Plant low-growing, well spaced, fire-resistant plants and shrubs, avoid having any woody debris, including mulch • Ensure surface debris is kept to a minimum. Remove dead branches, excessive build up of pine needles, and heavy accumulation of grass
FireSmart Extended Zone (10 to 30 metres from Home)		
10	Trees	<ul style="list-style-type: none"> • Thin coniferous trees or replace with deciduous tree species • Remove conifer tree branches within 2 metres of the ground
11	Surface Vegetation	<ul style="list-style-type: none"> • Reduce surface vegetation – long grass and flammable shrubs • Reduce accumulations of branches, logs and debris

Appendix 9: LGPS Online Application Tool (Updated December 2023)

As outlined in Section 6 above, starting in January 2024, Allocation Requests are required to be submitted in two steps **prior to the deadline**:

1. [LGPS Online Application Form](#): This online form must be completed for all applications and allocation requests to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the recipient will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Allocation-based Funding Worksheet that must be completed as part of Step 2.
2. Allocation-based Funding Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

STEP ONE: LGPS Online Application Form

The following questions are required to be answered on the LGPS Online Application Form:

1. Name of the intake of the funding program that you want to apply for (select from menu).
2. Name of the Applicant (select from menu). Please note: if the name of your organization is not included in the menu, contact UBCM in order to determine eligibility and next steps.
3. Primary and secondary contact information: name, position, phone, email.
4. Project title.
5. Proposed start and end date.
6. Total project budget.
7. Total grant request.
8. Other funding amount and source.
9. Project summary.
10. Progress to date. Provide an update on the status of previously approved projects if previously funded under same funding program/funding stream.
11. Certification that the information is complete and accurate.

When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the worksheet that must be completed as part of Step 2.

STEP TWO: Allocation-based Funding Worksheet and Required Attachments

Allocation-based Funding Worksheet

The following questions will be required to be answered on the Allocation-based Funding Worksheet:

1. Recipient full name (First Nation or local government).
2. File Number (this can be found on the confirmation email you will receive after the LGPS Online Application Form is submitted).
3. For regional districts only (if applicable): list of all electoral areas included in the application.
4. Wildfire Risk and Additional Evidence:
 - WUI Wildfire Risk Class

- Additional Evidence
5. FireSmart Components and Eligibility Criteria:
- Progress to date on past FCFS projects
 - Required FireSmart Components

Required Attachments

The following attachments will be required to be submitted with the completed Allocation-based Funding Worksheet:

Table 2: Allocation-based Funding Submission Requirements	
Submissions	Related Attachments (as required)
Allocation-based Funding Worksheet	<ul style="list-style-type: none"> • If available, workplans, budgets or other documents with information on anticipated FireSmart activities • Completed CWPP or CWRP (if not previously submitted)
Prior to commencing FireSmart activities (as required)	<ul style="list-style-type: none"> • Approval from SPCO (if applying for Phase 2, 3 or 4) for FireSmart structure protection equipment • Completed FireSmart Assessment(s) for eligible FireSmart Projects for Critical Infrastructure • Completed FireSmart Assessment(s) for eligible FireSmart Projects for Community Assets • Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Culturally Significant Sites • Completed Prescription Checklist and FireSmart Assessment(s) for eligible FireSmart Projects for Green Spaces • In cases where critical infrastructure, community assets or culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) at the time of application submission.
For CWRP updates only <i>Recipients with an acceptable plan that would like to amend/develop a CWRP must contact UBCM before commencing the project.</i>	<ul style="list-style-type: none"> • PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI • In cases where the eligible WUI is outside of the AOI, confirmation that the proposed risk assessments activities are supported will be required <u>at the time of application submission</u> from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails), other land managers (e.g. Indigenous Services Canada, local government) and/or First Nations (where overlap on reserves and/or traditional territories may exist). • In cases where the eligible WUI includes Private Managed Forest Land (PMFL), confirmation that the proposed risk assessments activities are supported will be required <u>at the time of application submission</u> from the PMFL.
Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management	

Appendix 10: Requirements for Maps and Spatial Data for CWRP Final Reporting

Spatial data submissions and large format georeferenced PDF maps that clearly represent (at a suitable scale) the mandatory content are required as part of the final report requirements for CWRPs.

Large format georeferenced PDF maps that clearly represent (at a suitable scale) the mandatory content are also required as part of the final report requirements for fuel management activities.

A. Summary of Map and Spatial Data Requirements

	Mapping requirement	Spatial Data Layers and KMZ
ALL projects	Mandatory requirements for all maps: refer to Part B	KMZ required for all project types
CWRPs	<ul style="list-style-type: none"> Area of Interest (AOI) and VAR Local Fire Risk Proposed Fuel Treatment Units Refer to Part C 	<ul style="list-style-type: none"> AOI PROPOSED_TREATMENT FCFS_WUI Refer to Part F

B. Mandatory Requirements for All Maps

- Descriptive title
- Scale (as text or scale bar)
- North arrow
- Legend
- CRI/LGPS Project number and proponent name, consultant and GIS company name
- Date
- Reference data such as roads, railways, transmission lines, pipelines, water bodies and rivers/creeks
- Compress map files to reduce unnecessary large file sizes

C. Required Maps for CWRPs

MAP 1: Area of Interest and VAR

- CWRP **Area of Interest (AOI)**. Refer to [Appendix 1](#) for more information on the eligible AOI.
- Land ownership and administrative boundaries (Municipal, Federal, **Private land**, Parks, **Provincial Crown Land**, etc.)
- Relevant tenures such as range, woodlots, community forest areas
- Fire Department Boundaries
- Proposed and completed fuel treatments
- FireSmart areas, Wildfire Hazard Development Permit Areas
- Values at risk (critical infrastructure)
- High environmental and cultural values
- Hazardous values at risk

MAP 2: Local Fire Risk

- CWRP **Area of Interest (AOI)**. Refer to [Appendix 1](#) for more information on the eligible AOI.
- PSTA Threat or Modified Local Level Polygons
- Hectares of each PSTA Threat Class or Modified Local Level Threat Class must be stated on the map in a table

MAP 3: Proposed Fuel Treatment Units

- CWRP **Area of Interest (AOI)**. Refer to [Appendix 1](#) for more information on the eligible AOI.
- CWRP **FCFS Eligible Wildland Urban Interface (WUI)** one-kilometre buffer. Refer to [Appendix 1](#) for more information on the eligible WUI.
- Land Status and tenure overlaps e.g., range, woodlots, etc.
- Proposed fuel treatment units, labelled by PROPOSED_TREATMENT_ID
- Previously completed treatments, labelled by year
- Hectares of Proposed Fuel Treatments in a table on map (PROPOSED_TREATMENT_ID, AREAHA)

D. Required Spatial Data for CWRPs:

Formats, conventions and standards: Spatial data must conform to the following general formats, naming conventions and standards.

1. Data Format and Naming Conventions:

Data for CWRPs must be submitted in a File Geodatabase (FGDB) and KMZ format and must conform to the conventions for feature dataset names, feature class names, attribute names, and attribute values as identified in the Specific Submission Requirements by Project Type section below. It is strongly recommended that you use the template FGDB in order to facilitate meeting this requirement.

FGDB and KMZ names must adhere to the following naming standard:

< Local Government/First Nation Band Number>_<ProjectTypeAndDescription>

For example: PrinceGeorge_CWRPNorthPG.gdb

PrinceGeorge_CWRPNorthPG.KMZ

FN699_CWRPNorthPG.gdb

FN699_CWRPNorthPG.KMZ

2. FGDB Projection:

The projection standard is NAD_1983_BC_Environment_Albers (EPSG:3005), with parameters of:

Central meridian: -126.0° (126°00'00" West longitude)

Latitude of projection origin: 45.0 (45°00'00 North latitude)

First standard parallel: 50.0° (50°00'00" North latitude)

Second standard parallel: 58.5° (58°30'00" North latitude)

False easting: 1000000.0 (one million metres)

False northing: 0.0

Datum: NAD83, based on the GRS80 ellipsoid.

3. **Compatibility:** The Province of BC uses ArcGIS 10.8 and all CWRP spatial data submissions must be compatible with ArcGIS 10.8. In addition, some feature layers as identified below, are also required in a KMZ format.
4. **Data Quality:** Submitted data must meet general data quality guidelines to ensure corporate data quality standards are met. Data with slivers, gaps between adjacent polygons, and geometry or topology errors shown as overlaps will not be accepted.
5. **Metadata for CWRPs:** Metadata must be provided for all spatial layers. The metadata standard is FGDC and is required to be submitted in .xml format. Metadata must document the following:
 - a. A description of what each dataset represents for all datasets provided in addition to what is outlined in the individual project sections;
 - b. A description of each attribute and the codes/values used to populate it for all attributes provided in addition to what is outlined in the individual project sections;
 - c. Data Source information including where the data came from, the currency of the information and source contact details for potential follow-up; and,
 - d. For resultant datasets, metadata must also include the methodology and source data used in the creation of the resultant, the date of creation, and contact details for the person who created it.
6. **CWRP Submission:**
 - file geodatabase (FGDB) compressed into a zip file
 - KMZ files saved with symbology (i.e. similar to what is displayed on the required maps).

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
AOI	YES	CWRP area of interest	DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 15	Text, 45
			AREAHA	Area in hectares	Double
FCFS_WUI	YES	Fire Smart Community Funding and Supports program 1km WUI	DATA_SOURCE	Origin of FCFS_WUI source. e.g., "WUI 2017" or for updated buffers suffixed with recipient's name e.g., CWRP - Cariboo RD	Text, 75
			DATA_COLLECTION_DATE	Date the spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 15	Text, 45
			AREAHA	Area in hectares	Double
PROPOSED_TREATMENT	YES	Proposed gross	PROPOSED_TREATMENT_ID	Unique proposed treatment identifier	Text, 7

		treatment area	DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 15	Text, 45
			AREAHA	Area in hectares	Double

Additional notes about CWRP submissions:

- All spatial layers in addition to those identified in this guide, that are a key component of the CWRP maps or plan, must be included as part of the spatial submission and must include metadata.
- If more than one data collection method was used, please choose the value that best represents how the information was captured.
- CWRP hectares on maps and documents must match those submitted spatially.
- Updated November 2023 - The FCFS CWRP AOI and CWRP WUI must align with the definitions provided in Appendix1

Please note: Spatial data submissions will be evaluated against these criteria. The final report and payment of grant funding will not be approved until all of these criteria are met.

E. Attribute Value Reference Table

Table 15: Data Collection Method	
DATA_COLLECTION_METHOD	DESCRIPTION
differentialGPS	The data was captured with a differential GPS unit, or was post-processed with information received from known reference stations, to improve data accuracy.
Digitizing	The data was converted from an analog map into a digital format using a digitizing tablet connected to a computer.
GISAnalysis	The data was created as a result of a GIS Analysis.
nondifferentialGPS	The data was captured with a GPS unit but was not post-processed or was captured with a GPS unit incapable of doing differential GPS.
orthoPhotography	The data was delineated from an orthophoto (aerial photography).
Photogrammetric	The data was delineated using photographs or images in stereo pairs
satelliteImagery	The data was delineated from a satellite image.
sketchMap	The data was hand sketched, either on an analog map or on-screen.
tightChainTraverse	The data was surveyed with a hand compass and chain to create a closed traverse.