

Transition to 911 and Next Generation 911

2027 Program and Application Guide

Applications will be accepted from September 14, 2026 to November 13, 2026 using the [LGPS Online Application Tool](#)

1. Introduction

Next Generation 911 (NG911) refers to the modernization of 911 networks and infrastructure across Canada. It is a federally-mandated transition of the emergency communications network from the current network to an Internet Protocol based technology.

NG911 will enable important improvements to public safety, including better 911 caller location information, real time texting, streaming audio and video, and new ways to direct calls to services other than police, fire, and ambulance, such as mental health support.

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

Background

The [Canadian Radio-television and Telecommunications Commission](#) (CRTC) has directed that all telecommunications providers migrate to **NG911** services to provide improved emergency services using world-class telecommunications networks.

The deadline for the national transition to **NG911** is March 31, 2027, although some **Public Safety Answering Points (PSAP)** may be transitioning earlier.

[E-Comm](#), as the **PSAP** for 99 per cent of 911 calls in British Columbia, has initiated a **NG911** program team dedicated to the implementation of **NG911** for the 25 regional districts and contracted public safety partners currently served by their emergency communications centres. The Province of BC provided \$90 million to E-Comm to assist with **NG911** implementation costs on behalf of the agencies E-Comm provides 911 call-taking and/or dispatching services for.

GeoBC

GeoBC has been named Provincial Data Aggregator for **NG911** GIS data in British Columbia. In its role as Provincial GIS Data Aggregator, GeoBC will:

- Prepare all Boundary data in National Emergency Number Association (NENA) format. Local Government Authorities (LGA) and First Nations will not be required to submit this information.
- Create and convert Road Centerline data to NENA format. LGAs and First Nations will need to review existing road data and submit updates where needed to GeoBC. Updates can be provided in any format (e.g., maps, drawings, spatial data, etc.)
- Aggregate Site/Structure Address Point (SSAP) data provided by LGAs and First Nations in NENA format.
- Quality check all data and supply it directly to the **NG911** network provider (e.g., TELUS).

LGAs and First Nations data provision should include:

- Updates to roads (see above).
- Site/Structure Address Point (SSAP) data in NENA format.

Before beginning work on **NG911** data, please review information at **NG911** GeoHub and connect with GeoBC staff at GeoBCinfo@gov.bc.ca to learn more about what is required in BC.

2027 Transition to 911 and Next Generation 911 Program

The primary intent of the 2027 intake is to support the establishment of three-digit 911 dialing services in communities in BC where appropriate connectivity exists and where the community currently relies on ten-digit emergency numbers.

In addition, if funding is available, the program will support local preparedness for the implementation of **NG911** and to provide funding to eligible applicants to support the transition and operational readiness of existing 911 services to **NG911**, in compliance with the CRTC Mandate.

Funding in the amount of \$60 million was provided by the Province of BC. The funding is being administered by the Union of BC Municipalities (UBCM) on behalf of the Ministry of Citizens' Services.

Approximately \$7.5 million is now available for the 2027 intake.

2. Eligible Applicants

Eligible applicants can submit one application per funding stream intake. This includes applying as a sub-applicant in a regional application. Applicants may only apply under one category of funding.

Category 1

For communities that do not currently have three-digit 911 dialing services, eligible applicants are limited to:

- First Nations (bands, modern Treaty First Nations with treaties that are in effect, and Indigenous National Governments with authority for lands and resources in BC).
- Local governments (municipalities or regional districts) in BC.

Category 2

For communities that have three-digit 911 dialing services, eligible applicants are limited to:

- First Nations (bands, modern Treaty First Nations with treaties that are in effect, and Indigenous National Governments with authority for lands and resources in BC).
- Local governments (municipalities or regional districts) in BC.

In addition, under Category 2, legally incorporated society-run fire departments that are in good standing and improvement districts that operate a fire protection service may apply only for the following:

- Purchase and installation of mobile Computer Aided Dispatch (CAD) agents (i.e., mobile data terminals) in fire department vehicle(s) owned by the eligible applicant, provided the mobile CAD agent is compatible with **NG911**.

3. Grant Maximum

The 2027 Transition to 911 and Next Generation 911 Program can contribute up to 100% of the cost of eligible activities as follows:

Category 1 – up to \$250,000

Category 2 – up to \$45,000

The Evaluation Committee may recommend that an application be approved in part, based on available funding and the merit of the proposed project.

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 that is generated from activities that are funded by the 2027 Transition to 911 and Next Generation 911 Program.

4. Eligible Projects

To qualify for funding, proposed activities must support:

- For Category 1, the establishment of three-digit 911 dialing services in communities in BC where appropriate connectivity exists that currently rely on ten-digit emergency numbers; OR
- For Category 2, local preparedness for the implementation of **NG911** and transition and operational readiness of existing 911 services to **NG911**, in compliance with the CRTC Mandate.

In addition, to qualify for funding, proposed activities must be:

- A new or a subsequent phase of a project, and clearly distinct from any activities funded under the 2023, 2025, and/or 2026 Next Generation 911 intakes.
- Capable of completion by the applicant within one year from the date of grant approval.
- Where applicable, eligible for required approvals, authorizations, and permits.

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

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

5. Requirements for Funding

As part of 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, such as Friendship Centres and Métis Chartered Communities.

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](#).

As part of the Approval Agreement, approved projects must agree to the following requirements for funding:

- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.
- Where applicable, the Qualified Professionals that manage the proposed project must be subject matter experts and any professional activities must be developed and signed by a qualified professional as per the *Professional Governance Act*.

6. Eligible and Ineligible Costs and Activities

Eligible Costs and Activities

Local government applicants are encouraged to review the [Community Works Fund](#) (Build Communities Strong Fund–Community Stream) program materials. Under the new agreement, infrastructure that provides internet access to residents, businesses, and/or institutions are eligible under CWF. Examples include: high-speed backbone, point of presence, local distribution within communities, and satellite capacity.

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible activities must be cost-effective and costs can only be incurred from January 1, 2020 until the final report is submitted.

Applicants may only apply under one category of funding:

1. Category 1: communities that do not currently have three-digit 911 dialing services. This is the primary intent of the 2027 intake and funding will be prioritized to projects in this category. Please refer to Table 1 for eligible activities in this category.
2. Category 2: communities that have three-digit 911 dialing services. Please refer to Table 2 for eligible activities in this category.

Table 1: Eligible activities for communities that do not currently have three-digit 911 dialing services

1. Public education specific to current 911 and emergency dialing services and transition to three-digit 911 dialing services. Examples include:

- Specific education activities tailored to local demographics or economy (translation, culturally appropriate education materials, education tailored for tourism, seasonal workers, work camps, etc.).
- Updating local websites, social media, broadcast media, and/or newsletters.

2. Planning for development of three-digit 911 dialing services. Examples include:

- 911 readiness assessments and feasibility studies.
- Regional partnership and service-sharing exploration.
- Memorandums of Understanding or other agreements between project partners.
- Targeted 911 training and development of training materials for staff, elected officials, and partner agencies.
- Development of standard operating procedures, including identification of future training and certification needs specifically related to 911 service provision.

3. Legal and contract costs for development of three-digit 911 dialing services. Examples include:

- Municipal and regional service agreements.
- Service procurement documents.
- Service delivery agreements with service providers and **PSAPs**.
- Local Government Authority Agreements with telecommunications providers.

Table 1: Eligible activities for communities that do not currently have three-digit 911 dialing services (cont'd)

4. Mapping and GIS for development of three-digit 911 dialing services. Examples include:

- Mapping/GIS readiness assessments.
- Mapping/GIS improvements related to creation of service boundaries, boundary disputes, out-dated place/road names, Indigenous place names.
- Mapping/GIS improvements related to road networks and civic addressing.
- Mapping/GIS software licenses provided the software licence is dedicated to **NG911** (or cost is pro-rated).
- Other software capable of using geodetic data in accordance with NENA Standards to support response during an **NG911** call, including Computer-Aided Dispatch (CAD) systems, responder mapping applications, mobile data terminals, and incident management platforms.

5. Civic addressing and signage. Proposed activities for addressing and signage must be based on datasets established for **NG911** (e.g., established standardized NENA-compliant civic address overlays, road alignment, updated place/road names, etc.) and are limited to correcting deficiencies found during **NG911** mapping and/or GIS assessments. Examples include:

- Signage to standardize road names with GIS-based information.
- Signage to support geolocation (Lat-Long).
- Signage to convert local names to names shown in Mapping/GIS applications.
- Other signage supporting compliance with Mapping/GIS and geolocation standards.

6. Fire dispatch radio connections. Limited to the purchase and installation of fire dispatch radio connection equipment only as identified by the **secondary PSAPs** that will be providing fire dispatch. Documentation from the **secondary PSAP** of radio connection requirements will be required. Examples include:

- Purchase, installation, and configuration of radios required to support fire dispatch services.
- Purchase and configuration of pagers required to support fire dispatch services.

7. Capacity for eligible existing primary and secondary PSAPs that are expanding to onboard net new 911 service areas. Proposed activities for eligible **primary** and **secondary PSAPs** will require evidence of commitment to expand **PSAP** service to areas that do not currently have three-digit 911 dialing services. Examples include:

- Costs related to increasing and/or enhancing:
 - Licences for call handling systems.
 - Processing or storage capacity for records management systems.
 - Physical footprint of **PSAPs**.
 - Circuits for handling increased volume of calls.
 - Radio console systems (i.e., additional licences, minor hardware).
 - CAD configuration.

Table 2: Eligible activities for communities that have three-digit 911 dialing services

1. Base Funding to Support Local Preparedness for NG911 for First Nation and Local Government Applicants

- Public education specific to **NG911**, including information related to increased opportunity for better location identification, voice, real time text (RTT), and sending image/video to 911. Examples include:
 - Specific education activities tailored to local demographics or economy (translation, culturally appropriate education materials, education tailored for tourism, seasonal workers, work camps, etc.).
 - Updating local websites, social media, broadcast media, and/or newsletters.
- Legal and contract costs for migration to **NG911** only, including service provider agreements with **primary PSAPs** and **secondary PSAPs**. Examples include:
 - Costs associated with reviewing and signing contracts (e.g., E-comm, Telus, or dispatchers for **NG911**).
- Mapping and GIS. Examples include:
 - Mapping/GIS readiness assessments.
 - Mapping/GIS improvements related to boundary disputes, out-dated place/road names, Indigenous place names.
 - Mapping/GIS improvements related to road networks and civic addressing.
 - Mapping/GIS software licenses provided the software licence is dedicated to **NG911** (or cost is pro-rated).
 - Other software capable of using geodetic data in accordance with NENA Standards to support response during an **NG911** call, including Computer-Aided Dispatch (CAD) systems, responder mapping applications, mobile data terminals, and incident management platforms.
- Training for staff, local agencies, etc. including development of training materials. Examples include:
 - Targeted training for staff, elected officials, emergency response personnel, local fire departments, and/or community organizations (e.g., search and rescue, mental health workers, frontline support staff for unsheltered community members, etc.).
- Civic addressing and signage. Proposed activities for addressing and signage must be based on datasets established for **NG911** (e.g., established standardized NENA-compliant civic address overlays, road alignment, updated place/road names, etc.) and are limited to correcting deficiencies found during **NG911** mapping and/or GIS assessments. Examples include:
 - Signage to standardize road names with GIS-based information.
 - Signage to support geolocation (Lat-Long).
 - Signage to convert local names to names shown in Mapping/GIS applications.
 - Other signage supporting compliance with Mapping/GIS and geolocation standards.
- Purchase and installation of Mobile Computer Aided Dispatch (CAD) agents (i.e., mobile data terminals) in fire department vehicle(s) owned by the eligible applicant, provided the Mobile CAD agent is compatible with **NG911**-enabled capabilities based on the EIDO and/or IDX standards, and allowing the exchange of multi-media, secure data streams, RTT, etc.

For reference on technical considerations, please refer to [Computer-Aided Dispatch Interoperability Strategies for Success](#).

Table 2: Eligible activities for communities that have three-digit 911 dialing services (cont'd)
2. Base Funding to Support Local Preparedness for NG911 for Eligible Volunteer Fire Departments and Improvement Districts Purchase and installation of Mobile Computer Aided Dispatch (CAD) agents (i.e., mobile data terminals) in fire department vehicle(s) owned by the eligible applicant, provided the Mobile CAD agent is compatible with NG911-enabled capabilities based on the EIDO and/or IDX standards, and allowing the exchange of multi-media, secure data streams, RTT, etc. For reference on technical considerations, please refer to Computer-Aided Dispatch Interoperability Strategies for Success.

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 applicant staff and administration costs (e.g., creating a new position or adding new responsibilities to an existing position). Eligible expenses include wages/salary, mandatory employment related costs as required by federal or provincial law, and other employment related costs as required by the approved applicant.
- Consultant/contractor costs. Please note: if you intend to hire a qualified professional to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., event planning) 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.
- Translation costs and the development of culturally appropriate materials.
- Presentation to Council, Board, First Nation government, or community organizations, etc.
- Public information and engagement costs.

Ineligible Costs and Activities

Any activity that is not outlined in Table 1 or the 'Additional Eligible Costs and Activities' section is not eligible for grant funding. This includes:

- Costs related to the development of new **primary PSAPs** or **secondary PSAPs**
- Ongoing operational costs related to current or future 911 call answer and/or dispatch, including, but not limited to, monitoring, retainers for incident response, and insurance.
- Costs related to any activity being funded by E-Comm, RCMP, and/or BC Emergency Health Services.
- Purchase, installation, and/or upgrade of satellite internet connection (e.g., Starlink), radio, and/or station notification systems (with the exception of the radios identified in Table 1).
- Major capital improvements or major renovations to existing facilities, and/or construction of new, permanent facilities.

3. Application Requirements and Process

The [LGPS Online Application Tool](#) is required to be used. Refer to [Appendix 2](#) for full information.

Application Deadline and Process

The application deadline is November 13, 2026. Applicants will be advised of the status of their application within 90 days of the application deadline.

Please note, in the case that the timelines for the implementation of **NG911** are extended by the CRTC, the application deadline may be adjusted.

Required Application Contents

All applicants are required to complete the [LGPS Online Application Form](#) and submit an electronic copy of the following:

- Completed Application Worksheet and all required attachments.
- Detailed budget:
 - Indicating the proposed expenditures and in alignment with the proposed activities outlined in the Application Worksheet (including, where applicable, a clear separation of proposed activities and costs related to 2023, 2025, and/or 2026 approved projects).
 - Although additional funding or support is not required, any other grant funding or **in-kind contributions** must be identified.
 - Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).
 - Where possible, additional information to support proposed costs, such as vendor quotes or workplans, should be submitted.

If the applicant is a local government, First Nation, or improvement district, they must also submit:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from Band Manager, CAO, or CFO for applications that are from a single applicant and request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

If the applicant is a legally incorporated society-run fire department, they must also submit:

- Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management.
- Current Certificate of Good Standing.

For regional projects only:

- Band Council, Treaty First Nation, or local government resolution from the **primary applicant**, indicating support for the current proposed activities and willingness to provide overall grant management.
- Band Council, Treaty First Nation, or local government resolution or motion from each **sub-applicant** that clearly states their approval for the **primary applicant** to apply for, receive, and manage the grant funding on their behalf. Resolutions from **sub-applicants** must include this language.

Submission of Applications

Applications are required to be submitted in two steps prior to the application deadline:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. 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 Application Worksheet that must be completed as part of Step 2.
2. Application 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 2](#) for more information on the new process and the information that will be required to be submitted during each step, including all application questions.

Worksheets and required attachments should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB. All materials should be submitted to Local Government Program Services, Union of BC Municipalities by email: lgps@ubcm.ca.

Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application contents have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

As required, the Evaluation Committee will assess and score all eligible applications. Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

Higher application review scores will be given to projects that:

- Are from applicants that do not currently have three-digit 911 dialing services or for **PSAPs** that will expand **PSAP** service to areas that do not currently have three-digit 911 dialing services.
- Align with the intent of the 2027 Transition to 911 and Next Generation 911 program.
- Are from applicants that have not previously been awarded funding under the 2023 Next Generation 911 Allocation-based funding, 2025 Next Generation 911 Application-based funding, and/or 2026 Next Generation 911 Application-based funding.
- Demonstrate rationale for funding in addition to the 2023 Next Generation 911 Allocation-based funding, 2025 Next Generation 911 Application-based funding, and/or 2026 Next Generation 911 Application-based funding.
- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget; completion of Indigenous Cultural Safety and Cultural Humility Training).
- Contribute to a comprehensive, cooperative, and regional approach.
- Are cost-effective.

As required, the Evaluation Committee may consider the provincial, regional, and urban/rural distribution of proposed projects, and previous funding. Recommendations will be made on a priority basis. All funding decisions will be made by UBCM.

UBCM may share all applications with the Province of BC and other subject matter experts as required.

4. Grant Management and Applicant Responsibilities

Grants are awarded to approved applicants only and, as such, the approved applicant is responsible for completion of the project as approved and for meeting all reporting requirements.

Approved applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision and Payments

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded. The Approval Agreement is required to be signed and returned to UBCM within 30 days.

Grants are awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM, and the remainder when the project is complete and UBCM has received and approved the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Payment by Direct Deposit

Approved applicants may request to have all grant payments made by direct deposit. Please note that all payments to local governments are already made by direct deposit.

In order to receive payments by direct deposit, approved applicants are required to submit:

- UBCM Direct Deposit Authorization Form for a bank account registered in the name of the approved applicant. Direct deposit payments will not be made to accounts registered to an individual or to an entity that is not the same as the approved applicant.
- Resolution or motion from the approved applicant (e.g., Band Council, Treaty First Nation, local government Council or Board, society Board of Directors) authorizing UBCM to make all future grant payments by direct deposit.

Progress Payments

To request a progress payment, approved applicants are required to submit the [Interim Report Form](#). The form will require the following information:

- Description of activities completed to date.
- Description of funds expended to date (applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#)).
- Written rationale for receiving a progress payment.

Changes to Approved Projects (Amendment Requests)

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

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

To propose changes to an approved project, applicants are required to submit the [Interim Report Form](#). If UBCM determines the amendment is eligible for consideration, applicants will be required to submit:

- Amended application package, including updated Application Worksheet, detailed budget (applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#)), required attachments, and an updated resolution/letter of support.
- For regional projects only: evidence of support from sub-applicants for proposed amendments will be required.
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

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

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.

Recognition of Funding and Funders

When recognizing funding, please state that the 2027 Transition to 911 and Next Generation 911 program is administered by the Union of BC Municipalities and funded by the Province of BC.

UBCM is active on X, Bluesky, LinkedIn, and Facebook. When possible, please mention or tag UBCM on social media posts that are related to projects that are funded by programs that UBCM administers. Guidelines on using Province of BC logos, including downloadable files, are available [here](#).

5. Final Report Requirements and Process

All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

Final Reports

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments.
- Detailed financial summary that indicates the actual expenditures from the Next Generation 911 program and other sources (if applicable), and that aligns with the actual activities outlined in the Final Report Form.
- Copies, excerpts, and/or links to all materials produced with grant funding.
- Optional: photos or media related to the funded project.

Submission of Reports

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

All reports should be submitted to Local Government Program Services, Union of BC Municipalities by email: lgps@ubcm.ca.

Review of Final Reports

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

All final report materials will be shared with the Province of BC.

6. Additional Information

Union of BC Municipalities

Email: lgps@ubcm.ca

Phone: 604-270-8226 ext. 220

Appendix 1: Definitions

Approved Project: Activities included in the approved application and costs included in the approved budget.

In-Kind Expenditures: The use of resources of the approved **primary applicant** or **sub-applicant(s)** for the development or implementation of the approved project. For example, the use of meeting rooms owned by the approved **primary applicant** or **sub-applicant(s)** can be an in-kind expenditure.

Next Generation 911 (NG911): An IP-based system comprised of hardware, software, data, and operational policies and procedures that:

- a. Provides standardized interfaces from emergency call and message services to support emergency communications.
- b. Processes all types of emergency calls, including voice, data, and multimedia information.
- c. Acquires and integrates additional emergency call data useful to call routing and handling.
- d. Delivers the emergency calls, messages, and data to the appropriate public safety answering point and other appropriate emergency entities; and
- e. Supports data or video communications needs for coordinated incident response and management (Source: [NENA Knowledge Base Glossary](#)).

Public Safety Answering Point (PSAP): A physical or virtual entity where 9-1-1 calls are delivered by the 9-1-1 Service Provider (Source: [NENA Knowledge Base Glossary](#)).

Primary Applicant: Eligible applicant that is the primary contact for the application and that is responsible for project oversight, grant management, and all reporting requirements.

Primary PSAP: PSAP to which 9-1-1 calls are routed directly from the 9-1-1 Control Office (Source: [NENA Knowledge Base Glossary](#)).

Secondary PSAP: PSAP to which 9-1-1 calls are transferred from a Primary PSAP (Source: [NENA Knowledge Base Glossary](#)). For the purpose of funding, secondary PSAPs are limited to fire dispatch only.

Sub-applicant(s): In the case of regional projects, the sub-applicants are eligible applicants that are included in an approved application.

Appendix 2: LGPS Online Application Tool

As outlined in [Section 7](#), applications are required to be submitted in two steps **prior to the application deadline**:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. 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 Application Worksheet that must be completed as part of Step 2.
2. Application 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 Primary 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: full name, position, email, phone.
4. Primary applicant mailing address.
5. For regional projects only: name of sub-applicant(s) and rationale for regional project.
6. Project title. Project titles should be brief but include key project activities, the area where the work will be undertaken, and the intended outcome/deliverable.
7. Proposed start and end date.
8. Estimated total project budget.
9. Estimated total grant request.
10. Other funding amount and source.
11. Project summary (provide a brief summary, no more than 500 characters).
12. Progress to date. Provide an update on the status of previously approved projects if previously funded under same funding program/funding stream.
13. Certification that the information is complete and accurate.
14. Name and email of person submitting application.

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 Application Worksheet that must be completed as part of Step 2.

STEP TWO: Application Worksheet and Required Attachments

Application Worksheet

The following questions will be required to be answered on the Application Worksheet:

1. Primary Applicant full name (First Nation, local government, Improvement District, or legally-incorporated society-run fire department).

2. File Number (this can be found on the confirmation email you will receive after the LGPS Online Application Form is submitted).
3. Funding Category. Select one:
 - Category 1: Communities that do not currently have three-digit 911 dialing services. This is the primary intent of the 2027 intake and funding will be prioritized to projects in this category. Please refer to Table 1 for eligible activities in this category.
 - Category 2: Communities that have three-digit 911 dialing services. Please refer to Table 2 for eligible activities in this category.
4. Current 911 or emergency call dispatch system.
 - Describe how emergency calls are currently handled in your community.
 - Provide any available information on how the current 911 or emergency call dispatch system (i.e., ten-digit emergency numbers) in your community is transitioning to 911 or Next Generation 911.
5. Proposed activities for Category 1 applicants. What specific activities will be undertaken as part of the proposed project?
6. Proposed activities for Category 2 Applications from First Nation and Local Government Applicants. What specific activities will be undertaken as part of the proposed project?
7. Proposed activities for Category 2 Applications from Eligible Volunteer Fire Department and Improvement District Applicants. What specific activities will be undertaken as part of the proposed project?
8. Alignment with funding stream. Describe how the proposed activities will support either:
 - The establishment of three-digit 911 dialing services in communities in BC where appropriate connectivity exists that currently rely on ten-digit emergency numbers (Category 1 projects).
 - Local preparedness for the implementation of NG911 and the transition to NG911 in compliance with the CRTC Mandate (Category 2 projects).
9. Engagement with First Nations and/or Indigenous Organizations. Please identify the specific bands, Treaty First Nations, and/or Indigenous organizations as well as the specific traditional territory, reserve, or other First Nations' land that may be impacted by the proposed project.
 - Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?
 - Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?
 - Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.
10. Comprehensive, cooperative, regional approach and benefits. Description of how your project will contribute to a comprehensive, cooperative, and regional approach and any regional benefits.
11. Additional Information: Any other information you think may help support your submission.

Required Attachments

The following attachments will be required to be submitted with the completed Application Worksheet:

- Detailed budget:
 - Indicating the proposed expenditures and in alignment with the proposed activities outlined in the Application Worksheet (including, where applicable, a clear separation of proposed activities and costs related to 2023, 2025, and/or 2026 approved projects).
 - Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
 - Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).

If the applicant is a local government, First Nation, or improvement district, they must also submit:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from Band Manager, CAO, or CFO for applications that are from a single applicant and request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

If the applicant is a legally incorporated society-run fire department, they must also submit:

- Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management; and
- Current Certificate of Good Standing.

For regional projects only:

- Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and
- Band Council, Treaty First Nation, or local government resolution or motion from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions or motions from sub-applicants must include this language.