Community Emergency Preparedness Fund

Foundations of Disaster Risk Reduction

2026 Program and Application Guide

Updated October 2026

Applications will be accepted September 1, 2026, to November 20, 2026 using the LGPS Online Application Tool

This intake will have limited funds available. Due to the expected high volume of applications, it is likely this intake will be substantially oversubscribed.

1. Introduction

The Community Emergency Preparedness Fund (CEPF) is a suite of funding streams intended to support First Nations and local governments to better prepare for disasters and reduce risks from **natural hazards** in a changing climate. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

As of August 2026, the funding streams include:

- Emergency operations centres equipment and training
- Emergency support services equipment and training
- Foundations of disaster risk reduction
- Public notification and evacuation route planning

Please refer to Appendix 1 for definitions of terms used in this guide. All defined terms are in **bold** in the Program Guide.

Background

Many communities across the province have experienced serious impacts to lives and livelihoods and damage to critical infrastructure from **natural hazards** and climate-related disasters. Investing in **disaster risk reduction** and enhancing the **resilience** of communities will help reduce these impacts in the future.

Natural hazards can include droughts, debris flows, extreme temperature, floods, landslides, and tsunamis. Some **hazards** are slow in their onset (e.g., changes in temperature and precipitation leading to ecosystem impacts), while others happen more suddenly (e.g., earthquakes, floods, heat waves). Climate change increases the likelihood of weather-driven **natural hazards** occurring (e.g., debris flows, drought), the severity of disasters, and the occurrence of cascading events.

Foundations of Disaster Risk Reduction Funding Stream

The intent of the Foundations of Disaster Risk Reduction funding stream is to reduce public safety risks from **natural hazards** and climate-related events by improving the understanding of risk and risk reduction options and developing plans and designs to enable the implementation of risk reduction solutions.

For the purpose of CEPF funding, proposed projects are required to reduce the risks of **natural hazards** and climate-related disasters that impact public safety in relation to existing community composition, land use, infrastructure, etc. It is not the intent of CEPF to support recreational infrastructure or future or recent development in a known **hazard** area.

Funding is divided into four categories:

- Category 1: Risk Assessments and Hazard Mapping
- Category 2: Risk Mitigation Plans
- Category 3: Structural Planning and Design
- Category 4: Land Use Planning, Education, Monitoring Equipment, and Temporary Mitigation Equipment

Foundational activities support community **resilience** by providing data, building partnerships, and supporting long-term climate-informed **disaster risk reduction** planning. Knowledge that is up-to-date and accessible will help guide land use and development decisions of communities and helps to identify areas of high risk, and areas in need of non-structural or structural projects, including enhanced education and awareness, strategic relocation, and nature-based solutions.

Please note that activities related to the following are not within the scope of the Foundations of Disaster Risk Reduction funding stream and will not be considered for funding.

- Wildfire risk reduction and FireSmart planning and activities (refer to FireSmart Community Funding and Supports).
- Low carbon, energy, and/or emissions inventories and plans (refer to the Community Climate Funding Guide).
- Human-caused **hazards** (e.g., train derailments, cyber security, industrial accidents, etc.).

For support integrating climate change into your community's application, contact EMCR's Disaster Mitigation and Adaptation Programs team.

2. Eligible Applicants

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

Eligible applicants can submit one application per funding intake. This includes applying as a sub-applicant in a regional application.

For the purpose of CEPF funding, the following agencies are able to act as a **primary applicant**:

- An emergency management organization that is created by a regional district service establishing 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 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 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 in advance of submitting an application and will be required to provide appropriate documentation related to membership, authority, and area of service.

3. Grant Maximum

The Foundations of Disaster Risk Reduction funding stream can contribute 100% of the cost of eligible activities. The funding maximums per category are listed below. Applications are limited to two categories with no more than one project per category. Applicants that apply in more than one category will be asked to rank their proposed projects in order of local/regional priority.

- Category 1: Risk Assessments and Hazard Mapping (up to $200,000)
- Category 2: Risk Mitigation Plans (up to $100,000)
- Category 3: Structural Planning and Design (up to $150,000)
- Category 4: Land Use Planning, Education, Monitoring Equipment, and Temporary Mitigation Equipment (up to $100,000)

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

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

4. Eligible Projects

To qualify for funding, proposed activities must reduce public safety risks from **natural hazards** and climate-related events by improving the understanding of risk and risk reduction options and developing plans and designs to enable the implementation of risk reduction solutions.

In addition, proposed activities are required to be:

- A new or a subsequent phase of a project (retroactive funding is not available).
- Capable of completion by the applicant within two years from the date of grant approval.
- For either:
    - **First Nations land, Provincial Crown Land,** or **publicly owned land**;
    - **First Nations owned buildings** or **publicly owned buildings**; and/or,
    - **Publicly, provincially, and First Nations owned Critical Infrastructure**.
- Demonstrative of engagement, in relation to the proposed activities, with:
    - First Nations and/or Indigenous organizations, such as Friendship Centres and Métis Chartered Communities, in advance of submitting the application and as part of the proposed project. 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.
    - Neighbouring jurisdictions and other impacted or affected parties (e.g., equity organizations, agricultural sector, critical infrastructure owners) as appropriate to the project.
- Evidence-based, including, where applicable, Indigenous knowledge. The United Nations Words into Action: Using Traditional and Indigenous Knowledges for Disaster Risk Reduction guide provides more information about how to use Traditional Knowledge to reduce, prepare for, and respond to disasters.

- Where applicable, eligible for required approvals, authorizations, and permits.
- Designed to ensure that project risk is not increased, or transferred, to any parties or to the environment (e.g., transfer of flood risk downstream, destruction of fish habitat, introduction of pollutants to the environment).
- Able to demonstrate that climate change is integrated into project methodology and deliverables to adapt to the impacts of climate change. A range of scenarios are recommended, including RCP 8.5 or SSP5 8.5. Projects should use scenarios (or equivalent amount of global warming) appropriate for the design life. Refer to Appendix 2 for examples of climate information sources.
- For projects located on **Provincial Crown Land**, able to demonstrate support 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 (or as required).
- In the case of mapping, assessment, and/or planning for **private land**, able to demonstrate landowner's consent (if requested).

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects.

For regional projects:

- The maximum funding available per application would be based on the number of eligible applicants included in the application up to a maximum of $500,000.
- The maximum funding available per category would be based on the number of eligible applicants included in the application.
- Applications for regional projects are limited to one project per category as described in Section 3.

It is expected that regional projects will demonstrate cost-efficiencies in the total grant request. Regional approaches to **disaster risk reduction** are strongly encouraged where appropriate. **Approved projects** in neighbouring geographic regions may be asked to coordinate to ensure risks to both communities are adequately addressed.

The **primary applicant** submitting the application for a regional project is required to submit a resolution as outlined in Section 7 of this guide. Each **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 the Approval Agreement, approved applicants must agree to the following requirements for funding:

- Approved applicants are required to grant the Province of British Columbia free and clear access and distribution rights, specifically a perpetual, royalty-free, non-exclusive, worldwide license to use, reproduce, modify, and distribute, any and all of reports, spatial data products, and images acquired/produced using CEPF funding.
- Approved applicants may need to work with EMCR and GeoBC to support integration of Value-Added Products, derived products, and methodology into the Provincial Data Repository and Web Mapping Platforms. This may include transferring knowledge to replicate the solutions created on proprietary mapping platforms managed by the applicants. EMCR may work with applicants to ensure an integrated and collaborative approach is taken to collect, capture, analyze, visualize, and manage data and information based on consistent standards and data models to be used by all applicants.

- Please note that the two statements above do not apply to any product, data, information, or image which may include Indigenous knowledge or other information identified by a participating First Nation as subject to Indigenous information governance requirements. EMCR and GeoBC respect the First Nations principles of Ownership, Control, Access, and Possession (OCAP)®.
- 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.
- Develop project deliverables (e.g., input data, final maps, digital deliverables, and technical reports) that, where applicable, meet all existing federal and provincial guidelines and adhere to any relevant EGBC Professional Practice Guidelines. Refer to Appendix 2 for examples of applicable standards and guidelines.
- 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*. Refer to Appendix 2 for examples of applicable standards and guidelines.

6. Eligible and Ineligible Costs and Activities

Local government applicants are encouraged to review the Community Works Fund (Building Communities Strong Fund) program materials. Under the new agreement, new construction of public infrastructure and/or modification or reinforcement of existing public infrastructure including **natural infrastructure** that prevent, mitigate, or protect against the impacts of climate change, disasters triggered by **natural hazards**, and extreme weather are eligible under CWF.

Local government and First Nation applicants are encouraged to review EMCR's Disaster Resilience and Innovation Funding (DRIF) program materials. Under the DRIF program, structural projects such as construction or upgrading of infrastructure, and **natural infrastructure** projects with clear, site specific **disaster risk** reduction outcomes are eligible.

Eligible Costs and Activities

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 costs can only be incurred from the date of application submission until the final report is submitted.

Eligible costs must be cost-effective. Projects with higher requested funding amounts will need to demonstrate a proportionately higher risk reduction benefit to support the increased funding amount.

In addition to the eligibility and funding requirements for all proposed activities identified in Section 4 and Section 5, projects must demonstrate that a new body of knowledge related to one or more **natural hazards** and/or climate risks relevant to public safety is developed. Applications to revise or update existing bodies of knowledge will require clear evidence of the changing hazard or risk profile that warrants this work.

Category 1: Risk Assessments and Hazard Mapping

Risk and Resilience Assessments

Risk and resilience assessments identify the social, economic, and environmental impacts that events will have on the community, including identifying **natural hazards**, climate-related risks, cascading or compounding events, community and infrastructure vulnerabilities, risk tolerance or risk threshold, and the overall risk profile for a community.

Eligible activities include development of risk and/or resilience assessments for one or more **natural hazards** and/or climate related risks.

Qualitative Hazard, Risk, and Vulnerability Assessment (HRVA) activities are eligible provided they directly relate to natural and climate-related **hazards**.

Risk Mapping

Risk mapping allows a community to determine its vulnerabilities more accurately in relation to **natural hazards** and climate risks. Eligible activities include the development and/or modernization of maps (e.g., tsunami, flood, extreme temperatures, landslides, seismic microzonation) as well as maps focused on better understanding community assets and/or vulnerabilities.

For example, flood risk maps (i.e., inundation, **hazard**, risk) identify the boundaries of a potential flood event and show the likely effects of floods on human health, economic activity, the environment, and cultural values and heritage.

Prior to submitting a proposal for floodplain, flood risk, landslide, or seismic microzonation mapping, please contact EMCR.DisasterMitigation@gov.bc.ca.

Category 2: Risk Mitigation Plans

Updated October 2026 - Applicants may apply for Category 2 projects that are dependent on the outcomes of Category 1 activities provided that the project workplan clearly demonstrates that the Category 1 activities will be completed before Category 2 activities are started.

Risk mitigation plans must address **natural hazards** and/or climate-related risks through the prioritizing of options and development of recommendations to reduce current and/or potential impacts.

This should include identifying broad **disaster risk reduction** and/or **climate adaptation** goals, objectives, and strategies to meet those goals, and key planning activities including examining options (e.g., structural and non-structural) as well as preliminary cost estimates for these options. Risk mitigation plans should provide a roadmap for action, a justification for the implementation of specific **mitigation** projects, and a demonstration of the engagement undertaken with the community.

Risk mitigation plans must be:

- Risk-based: risk mitigation plans must be based on a risk assessment.
- Prioritized based on criteria that includes level of risk: **mitigation** option analysis (including benefit-cost analysis) to assess the future risk reduction options under consideration and comparing the potential benefits of their respective costs. Options analysis must result in a list of prioritized actions/projects, including status quo, and not be limited by existing funding frameworks.
- Publicly accessible: will be available online in a digital format, free of charge, and can be located using a reasonable search.[1]

Additional activities that may be completed in conjunction with a risk mitigation plan include:

- Assessment of the community's adaptative capacity.
- Comparison between structural (green or grey infrastructure) and non-structural (bylaws, strategic relocation, temporary **mitigation** equipment).

[1] EMCR and GeoBC respect and are committed to the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge as identified by the applicant may be submitted at the discretion of the applicant.

Category 3: Structural Planning and Design

To apply for Category 3, the appropriate **foundational activities** (e.g., risk mapping, assessment, mitigation plan, or other evidence) must be complete at the time of application submission. The foundational activities (Category 1 and 2) required to support Category 3 projects cannot be submitted in the same application.

Planning and design of structural projects include new construction and/or modification or reinforcement of existing **publicly, provincially, and First Nations owned Critical Infrastructure**, **First Nations owned buildings**, or **publicly owned buildings**, including **natural infrastructure**, in order to reduce the risks of **natural hazards** and climate-related disasters that impact public safety. Planning and design projects are expected to advance a project to at least the permitting stage.

In addition, preliminary planning and design activities related to temporary **mitigation** equipment are eligible under Category 3.

Category 4: Land Use Planning, Education, Monitoring Equipment, and Temporary Mitigation Equipment

To apply for Category 4, the appropriate **foundational activities** (e.g., risk mapping, assessment, mitigation plan, or other evidence) must be complete at the time of application submission. The foundational activities (Category 1, 2, and 3) required to support Category 4 projects cannot be submitted in the same application.

Category 4 includes non-structural projects. These are measures designed to reduce risks to a community from **natural hazards** and climate-related risks through modifications in human actions, human behaviour, or natural processes. Eligible projects must build on the foundational activities outlined above and support communities to effectively reduce risks from **natural hazards** and climate-related disasters.

Land Use Planning and Education

Land use planning and community education support community **resilience** by using data, building partnerships, and supporting long-term **disaster risk reduction** at the community level.

Eligible activities include:

- Land use planning that contributes to long-term climate-informed **disaster risk reduction** (e.g., amendments to relevant plans, bylaws, and policies).
- Developing climate-informed **disaster risk reduction** policies and practices for the design and maintenance of **First Nations land** and/or **publicly owned land**, and/or for the design and maintenance of **First Nations owned buildings** and/or **publicly owned buildings.**
- Delivering community education and awareness projects (e.g., community workshops, story maps, and/or public signage) with a clear community-level **disaster risk reduction** benefit.

Monitoring Equipment and Temporary Mitigation Equipment

The purchase and installation of monitoring equipment for data collection related to **disaster risk reduction** includes hydrometric stations, seismic and tsunami monitoring equipment, and water monitoring equipment or meters.

Updated October 2026 - Installation of monitoring equipment is limited to **First Nations land**, **publicly owned land**, **Provincial Crown Land, First Nations owned buildings**, **publicly owned buildings**, and/or **publicly and First Nations owned critical infrastructure**. Refer to Appendix 2 for examples of existing monitoring resources and organizations.

Temporary **mitigation** equipment reduces community risk from **natural hazards** and climate-related disasters in situations where no long-term structural solutions are readily available or where a community

needs more time to find a long-term structural solution. Temporary **mitigation** equipment that is provided by EMCR (e.g., sand, burlap, and photodegradable polypropylene sandbags) is not eligible for funding.

Applications that include monitoring equipment and/or temporary **mitigation** equipment are required to demonstrate that local operating budgets are not sufficient to cover the cost of equipment. In addition, applications for temporary mitigation equipment must demonstrate that the community has the capacity and a plan in place for the maintenance and repair of the equipment, as well as a deployment and removal plan. Refer to Appendix 2 for examples of standards, guidelines, and resources.

Eligible temporary **mitigation** equipment includes the purchase of:

- Sandbags.
- Sandbaggers.
- Other flood barrier assets (e.g., Tiger dams, gabion baskets, etc.).
- Portable air conditioners and air scrubbers (only for use in **First Nations owned buildings** and **publicly owned buildings**).
- Misting/water bottle refill stations.
- Storage for temporary **mitigation** equipment, limited to shipping containers and trailers, and including minor renovations (e.g., wiring, cabling, installation of shelving) to storage units.

Ongoing operations (including installation and removal), maintenance, training, and deployment of temporary **mitigation** equipment are the responsibility of the applicant(s).

Additional Eligible Costs and Activities

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

- 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 and where relevant, consultant rates are expected not to exceed respective professional fee guidelines, for example the ACEC BC fee guideline for Consulting Engineers.
- Identification/incorporation of community and cultural values. This includes seeking advice from Indigenous Knowledge Holders, other experts (e.g., health authorities, First Nations Health Authority) and the community (e.g., equity-denied populations, Indigenous organizations, such as Friendship Centres and Métis Chartered Communities, Indigenous Nations, local governments, agricultural sector, critical infrastructure owners).
- Archaeological assessments.
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.
- Costs related to local cultural protocols (e.g., gifts, cultural ceremonies).
- Honoraria for equity-denied populations or service organizations that support equity-denied populations.
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials.

- Presentation to Band Council, Treaty First Nation government, local government Council or Board, or community organizations, etc.
- Where applicable, costs related to required approvals, authorizations, and permits, including costs related to fish friendly design and fish habitat compensation works as required to meet permitting requirements. If costs related to approvals and permits are included in the final report, evidence of approved permits will be required to be submitted.
- Public information costs (e.g., workshops, printed materials) that align with the intent of the funding stream and provide benefit to the community at large.
- Preparation of maps, spatial data, and metadata for all maps as identified in Section 9 and following the requirements in Appendix 3.

Ineligible Costs and Activities

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

- Routine or ongoing operating costs or activities (e.g., heating, cooling, and lighting; security; software or service subscriptions; or membership fees) that are not incremental to the project or not directly related to eligible activities.
- Routine or ongoing planning costs or planning activities that are not incremental to the project.
- Regular salaries and/or benefits of **primary applicant** or **sub-applicant(s)** staff or partners.
- Duplication of recently developed information, maps, or imagery (e.g., LiDAR that is currently available through the Open LiDAR Data Portal) provided the information remains accurate.
- Project-related fees payable to the **primary applicant** or **sub-applicant(s)** (e.g., permit fees)
- Costs related to individual or household **mitigation** work, except costs related to the purchase of portable air conditioners and air scrubbers (only for use in **First Nations owned buildings** and **publicly owned buildings**).
- Costs related to individual or household preparedness, including the purchase of emergency supplies (e.g., first aid kits, evacuation supplies).
- Development or delivery of curriculum or school-based programming for Kindergarten to Grade 12 education or other levels of education.
- Major capital improvements or major renovations to existing facilities, and/or construction of new, permanent facilities.
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members (except costs related to local cultural protocols).
- Wildfire risk reduction and FireSmart planning and activities (refer to FireSmart Community Funding and Supports).
- Low carbon, energy, and/or emissions inventories and plans (refer to the Community Climate Funding Guide).
- Qualitative **Hazard**, Risk, and Vulnerability Assessment (HRVA) activities not directly related to natural and climate-related **hazards**.
- Temporary **mitigation** equipment that is provided by EMCR (e.g., sand, burlap, and photodegradable polypropylene sandbags).
- Purchase of buildings or land and/or legal or contract costs related to the purchase of buildings or land.
- Purchase or testing of public notification systems and/or subscription/service fees for public notification systems.
- Projects that create an orphan structure for which tenure and/or maintenance responsibility does not remain with the First Nation or local government.
- Development or update of Emergency Management Plans and/or emergency response plans.

- Design or construction of evacuation routes or roads, including design or construction of bridges, overpasses, or other critical infrastructure primarily for the purpose of evacuation or emergency response.

7. Application Requirements and Process

The new LGPS Online Application Tool is required to be used.
Refer to Appendix 4 for full information.

Application Deadline

The application deadline is November 20, 2026. Applicants will be advised of the status of their application within 120 days of the application deadline.

Required Application Contents

EMCR and GeoBC respect and are committed to the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge as identified by the applicant may be submitted at the discretion of the applicant.

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.
- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the 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.
- Detailed work plan for each project that includes a breakdown of work activities, tasks, deliverables or products, resources, timelines (start and end dates), and other considerations or comments.
- Detailed budget for each project:
    - Indicating the proposed expenditures from CEPF and in alignment with the proposed activities outlined in the Application Worksheet.
    - 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.
- Map(s) indicating the location of the proposed project(s).
- If applicable, copies of any relevant documents that support the rationale for this project must be included with this application.
- For projects located on **Provincial Crown Land**, evidence of support from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District, and/or Recreation Sites and Trails).
- 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 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 4 for 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: cepf@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.

All eligible applications will be assessed and scored as part of a technical review process. 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:

- Align with the intent of the Foundation of Disaster Risk Reduction funding stream to reduce public safety risks from **natural hazards** and climate-related events by improving the understanding of risk and risk reduction options and developing plans and designs to enable the implementation of risk reduction solutions.
- Demonstrate rationale and evidence of how **disaster risks** from **natural hazards** and climate-related events that impact public safety are being assessed through threat levels (e.g., as identified in completed risk assessments) and projected climate risks and/or recent history (e.g., evacuation order, disaster financial assistance).
- Meaningfully consider and adapt to the impacts of climate change in the project methodology and deliverables (e.g., planning, design).
- Increase understanding of impacts to lives and livelihoods and damage to critical infrastructure from **natural hazards** and climate-related disasters.
- Effectively engage with neighbouring jurisdictions and other impacted or affected parties (e.g., equity organizations, agricultural sector, critical infrastructure owners) as appropriate to the project. Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

- Are cost-effective. Projects with higher requested funding amounts will be evaluated to ensure they demonstrate a proportionately higher risk reduction benefit to support the increased funding amount.
- Contribute to a comprehensive, cooperative, and regional approach and benefits.
- Achieve public safety co-benefits that are directly related to the project and/or project location (e.g., assessing multiple **hazards**, protecting valuable cultural assets, improving community health and wellbeing, enhancing biodiversity).
- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project.
- Demonstrate how diverse populations, including equity-denied populations, will be involved or benefit from this project (e.g., engagement considers non-English speaking populations, **disaster risk reduction** measures that benefit equity-denied populations).

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

UBCM will share all applications with the Province of BC.

8. Grant Management and Applicant Responsibilities

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

Approved applicants are 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% when the signed Approval Agreement has been returned to UBCM, and the remainder when the project is complete and the final reporting requirements have been met.

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

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); and
- Written rationale for receiving a progress payment.

Post Grant Approval Meeting

As a condition of grant approval, all approved applicants may be required to meet with EMCR or an applicable provincial partner or designate to discuss the project prior to commencing work.

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 120 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:

- An amended application package, including updated Application Worksheet, detailed budget and workplan (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-applicant(s)** 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. Amendment requests to increase the approved budget of a project will not be considered.

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

Updated September 2026 - Approved applicants must acknowledge the financial contribution of the Province of British Columbia in all public communications and promotional materials related to the project. The Province of British Columbia wordmark and/or approved program logo may only be used with prior written approval and in accordance with the Province's visual identity standards.

Requests to use provincial branding should be submitted through EMCR.DisasterMitigation@gov.bc.ca Approved applicants must not use the Province's logo, wordmark, or other official marks without authorization.

When recognizing funding, please state that the Foundations of Disaster Risk Reduction funding stream 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 and the Province on social media posts that are related to projects that are funded through the Community Emergency Preparedness Fund.

9. Interim Reporting and Final Reporting Requirements and Process

All funded activities must be completed within two years of notification of funding approval and final reports are due within 30 days of project completion.

EMCR and GeoBC respect and are committed to the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge as identified by the applicant may be submitted at the discretion of the applicant.

Interim Reports

The Interim Report Form will be required to be submitted after 12 months for all two-year projects.

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 CEPF and other sources (if applicable) and that aligns with the actual activities outlined in the Final Report Form. Applicants are encouraged to use the LGPS Budget and Financial Summary Tool.
- Copy of final technical report (e.g. consultant's report) and, where applicable, the following:
    - Completed Risk Maps, Risk Assessments, and Risk Mitigation Plans
    - Design drawings
    - Evidence of Category 4 activities undertaken
- Full-size PDF copies of all maps created as result of the project. Refer to Appendix 3 for requirements for mapping.
- Spatial data and metadata for all maps identified above. Refer to Appendix 3 for requirements for spatial data. LiDAR and orthoimagery products data and derivative products acquired/produced with CEPF funding must meet Specifications for Airborne LiDAR for the Province of British Columbia (2023).
- Photos of funded activities and/or completed projects.
- Links to media directly 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: cepf@ubcm.ca.

Review of Interim and Final Reports

UBCM will review reports to ensure the required report contents have been submitted. Following this, all complete reports and deliverables will be reviewed by EMCR.

UBCM will share all report materials with the Province of BC.

10. Additional Information

Union of BC Municipalities

Email: cepf@ubcm.ca

Phone: 604-270-8226 ext. 220

Appendix 1: Definitions

The following definitions apply to the Foundations of Disaster Risk Reduction funding stream.

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

Climate adaptation: Proactively understanding and preparing for the changing climate and reducing climate-related risks. Some climate impacts are related to sudden disaster events, such as flooding and wildfire, while others occur more slowly over time such as sea level rise, species and ecosystem shifts, and water shortages (BC's Climate Preparedness and Adaptation Strategy).

Disaster risk: The potential loss of life, injury, or destroyed or damaged assets which could occur to a system, society, or a community in a specific period of time, determined probabilistically as a function of hazard, exposure, vulnerability, and capacity (Sendai Framework for Disaster Risk Reduction).

Disaster Risk Reduction (DRR): Disaster risk reduction is aimed at preventing new and reducing existing disaster risk and managing residual risk, all of which contribute to strengthening resilience and therefore to the achievement of sustainable development (Sendai Framework for Disaster Risk Reduction).

First Nations land: First Nation reserve land, land owned by a Treaty First Nation, land under the authority of an Indigenous National Government, or other land owned or governed by a First Nation or Treaty First Nation.

First Nations owned buildings: Buildings owned by a Treaty First Nation or buildings owned by a First Nation band.

Foundational Activities: For the purpose of CEPF funding, foundational activities to limit to the eligible activities for Category 1, Category 2, and Category 3 projects.

Hazard: A process, phenomenon, or human activity that may cause loss of life, injury, or other health impacts, property damage, social and economic disruption, or environmental degradation (Sendai Framework for Disaster Risk Reduction).

In-kind contributions: 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 contribution.

Mitigation: The lessening or minimizing of the adverse impacts of a hazard (modified from Sendai Framework for Disaster Risk Reduction).

Natural hazards: hazards that are predominantly associated with natural processes and phenomena (Sendai Framework for Disaster Risk Reduction). For the purpose of the CEPF, human-caused hazards (e.g., train derailments, cyber security, industrial accidents, etc.) are not eligible for funding.

Natural infrastructure: Naturally occurring landscape features and/or nature-based solutions that promote, use, restore, or emulate natural ecological processes.

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.

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 health authority or school district).

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:

- Identified in a Local Authority Emergency Plan;
- Essential to the health, safety, security or economic wellbeing of the community and the effective functioning of society, and;
- For the purpose of CEPF funding, proposed activities related to critical infrastructure must be clearly related to disaster risk reduction-climate adaptation.

Resilience: The ability of a system, community, or society exposed to hazards to resist, absorb, accommodate, adapt to, transform, and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management (Sendai Framework for Disaster Risk Reduction).

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

Appendix 2: Standards, Guidelines, and Resources

It is the responsibility of the applicant to ensure that qualified professionals that manage the proposed project are subject matter experts and that any professional activities are developed and signed by a qualified professional as per the *Professional Governance Act.*

Examples of Climate Information Sources

- ClimateData.ca
- Climate Atlas of Canada
- Design Value Explorer
- Pacific Climate Impacts Consortium Climate Explorer

Examples of Monitoring Resources and Organizations

- Provincial Groundwater Network
- Water Survey Canada

Examples of Applicable Federal and Provincial Standards and Guidelines

- BC Provincial Heat Alert and Response System (BC HARS): 2024
- BC *Water Sustainability Act* (2016)
- Canadian Society of Landscape Architects – Canadian Landscape Standard (2023)
- Climate Change and Asset Management: Sustainable Service Delivery Primer
- Coastal Floodplain Mapping – Guidelines and Specifications (2011)
- Coastal Flood Risk Assessment Guidelines for Buildings and Infrastructure Design (2020)
- Dike Design and Construction Guidelines: Best Management Practices for BC (2010)
- Federal Flood Mapping Guideline Series
- International Guidelines on Nature-Based Features for Flood Risk Management (2021)
- Irrigation Industry Association of BC “Standards for Landscape Irrigation Systems” (2018)
- Provincial Flood Hazard Area Land Use Management Guidelines (2004)
- Seismic Design Guidelines for Dikes (2014)
- Specifications for Airborne LiDAR for the Province of British Columbia (2023)
- Use and Development of Seismic Microzonation Maps in BC (2024)

Examples of Applicable Engineers & Geoscientists BC (EGBC) Professional Practice Guidelines

- Floodplain Mapping in BC (2017)
- Landslide Assessments in BC (2023)
- Landslide Mapping Guidelines (2025)
- Legislated Flood Assessments in a Changing Climate in BC (2018)
- Professional Practice Guidelines - Landslide Assessments in BC
- Seismic Assessment and Seismic Design of Dikes in BC Guidelines (2021)

Appendix 3: Funding Requirements for Maps and Spatial Data

Requirements for Maps

- Descriptive title
- Scale (as text or scale bar)
- Horizontal and as appropriate Vertical Coordinate systems (e.g., northing easting and CVGD 2013)
- North arrow
- Legend
- 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

Requirements for Spatial Data

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

1. Data Format and Naming Conventions:

Data must be submitted in a File Geodatabase (FGDB) and KMZ format.

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

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

For example: PrinceGeorge_Flood_Map.gdb

PrinceGeorge_Flood_Map.KMZ

FN699_Flood_Map.gdb

FN699_Flood_Map.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 required spatial data submissions must be compatible with ArcGIS 10.8.

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:** 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. **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).

Appendix 4: 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 and Required Attachments: 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 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. Prioritization

a. Priority of C1 project
b. Priority of C2 project
c. Priority of C3 project
d. Priority of C4 project

4. Total Grant Request. A detailed budget is required for each project. The budget(s) must indicate the proposed expenditures from CEPF and align with the proposed activities outlined in this application worksheet.
5. Other Funding. Please indicate if other funding has been applied for or received from other sources for any proposed activities in this application.
6. Engagement with First Nations and/or Indigenous Organizations. *Engagement with First Nations and/or Indigenous organizations, in relation to the proposed activities, in advance of submission of the application is required.*

   For all projects included in this application, please identify the specific bands, Treaty First Nations, and/or Indigenous organizations that were engaged in advance of submitting the application as well as the specific traditional territory, reserve or other First Nations' land that may be impacted by the proposed project(s).

   a. Which First Nations and/or Indigenous organizations were engaged as part of the development of this application?
   b. Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?
   c. Describe the specific traditional territory, reserve, or other First Nations' land that may be impacted by the proposed project(s).
   d. 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.

7. Comprehensive and Cooperative Approach. Evidence, Rationale, and Risk to Public Safety
   a. Identify any partners (e.g., local governments, equity organizations, agricultural sector, critical infrastructure owners) that will participate in the proposed project and the specific role they will play.
   b. Describe how the proposed project will contribute to a comprehensive, cooperative, and regional approach to disaster risk reduction-climate adaptation.
   c. Describe how diverse populations, including equity-denied populations, will be involved or benefit from this project (e.g., engagement considers non-English speaking populations, disaster risk reduction measures benefit equity-denied populations).

      If applicable, evidence of support for the proposed activities from any partners or organizations identified above has been submitted with this application. This could be in the form of a letter, email, or other correspondence.

8. Knowledge Creation. Projects must demonstrate that a new body of knowledge related to one or more natural hazards and/or climate risks relevant to public safety is developed. Applications to revise or update existing bodies of knowledge will require clear evidence of the changing hazard or risk profile that warrants this work.
9. Qualified Professionals. Foundational activities for disaster risk reduction can require specialized technical knowledge and experience to provide meaningful results to your community. If applicable, for all projects included in this application, please outline your procurement process to

engage the necessary subject matter expertise (Qualified Professionals) required for the proposed project(s) and the criteria you will use to make the selection.

Detailed Project Information for Category 1: Risk Assessments and Hazard Mapping

If this project includes risk mapping, confirm that you have contacted EMCR in advance of submitting the application and provide the date and contact person's name.

10. Proposed C1 Project:
    a. Name of C1 project
    b. Grant request for C1
11. Project Area.
    a. Describe the proposed project area's land tenure (First Nations land, publicly owned land, or Provincial Crown land), GPS coordinates, size, total number of people benefiting from this project, land use, etc. for the proposed project(s) under Category 1. (*Map(s) indicating the location of the proposed project must be included in this application).*
    b. Does the proposed project(s) build on other recent related projects in your region? If yes, please explain. If referencing reports, please include the relevant page number(s) and links/attachments to these reports.
12. Evidence, Rationale, and Risk to Public Safety**.**
    a. What is the evidence and rationale for undertaking the proposed project(s)? This should include how the local natural hazard and/or climate risk is being assessed through threat levels (e.g., as identified in completed risk maps, assessments, or plans) and projected climate risks and/or recent events (e.g., evacuation orders, disaster financial assistance).
    b. Describe what risk to public safety is present with the natural hazard and/or climate change. Outline if possible if there is an expected loss of life risk and/or disruption to critical infrastructure/services. What work has been undertaken to date by the community to mitigate or lessen this risk?
    c. Copies or extracts of the available evidence are required to be submitted with the application. Please indicate what documentation is being submitted and provide a specific reference to the sections of documents that should be reviewed.
13. Proposed Category 1 Activities. What specific activities will be undertaken as part of the proposed project? Please refer to Section 6 of the *Program and Application Guide* for eligibility and note that activities must directly align with the required workplan and budget.
14. Proposed Deliverables and Outcomes.
    a. What specific deliverables will result from this project?
    b. What impact will this project's deliverables have on public safety for the community at risk?
    c. How does this project consider climate change in the methodology and final deliverables?
    d. If applicable, how does this project address and/or inform existing or future amendments to local plans, policies, building codes, floodplain zoning bylaws, and/or public awareness/education?
15. Risk Mitigation. List any potential implementation risks that may impact your ability to deliver on the project and explain what mitigation measures are in place to address them (e.g., staff capacity, procurement, permitting, stakeholder engagement).

Detailed Project Information for Category 2: Risk Mitigation Plans

16. Proposed C2 Project:
    a. Name of C2 project
    b. Grant request for C2
17. Project Area.
    a. Describe the proposed project area's land tenure (First Nations land, publicly owned land, or Provincial Crown land), GPS coordinates, size, total number of people benefiting from this project, land use, etc. for the proposed Category 2 project. (*Map(s) indicating the location of the proposed project must be included in this application).*
    b. Does the proposed project(s) build on other recent related projects in your region? If yes, please explain. If referencing reports, please include the relevant page number(s) and links/attachments to these reports.
18. Evidence, Rationale, and Risk to Public Safety.
    a. What is the evidence and rationale for undertaking the proposed project(s)? This should include how the local natural hazard and/or climate risk is being assessed through threat levels (e.g., as identified in completed risk maps, assessments, or plans) and projected climate risks and/or recent events (e.g., evacuation orders, disaster financial assistance).
    b. Describe what risk to public safety is present with the natural hazard and/or climate change. Outline if possible if there is an expected loss of life risk and/or disruption to critical infrastructure/services. What work has been undertaken to date by the community to mitigate or lessen this risk?
    c. Copies or extracts of the available evidence are required to be submitted with the application. Please indicate what documentation is being submitted and provide a specific reference to the sections of documents that should be reviewed.
19. Proposed Category 2 Activities. What specific activities will be undertaken as part of the proposed project? Please refer to Section 6 of the *Program and Application Guide* for eligibility and note that activities must directly align with the required workplan and budget.
20. Proposed Deliverables and Outcomes.
    a. What specific deliverables will result from this project?
    b. What impact will this project's deliverables have on public safety for the community at risk?
    c. How does this project consider climate change in the methodology and final deliverables?
    d. If applicable, how will this project lead to an improvement or reduction in Provincial government assistance in response/recovery activities?
    e. If applicable, how does this project address and/or inform existing or future amendments to local plans, policies, building codes, floodplain zoning bylaws, and/or public awareness/education?
21. Risk Mitigation. List any potential implementation risks that may impact your ability to deliver on the project and explain what mitigation measures are in place to address them (e.g., staff capacity, procurement, permitting, stakeholder engagement).

Detailed Project Information for Category 3: Structural Planning and Design

22. Proposed C3 Project:
    a. Name of C3 project

b. Grant request for C3

23. Project Area.

    a. Describe the proposed project area's land tenure (First Nations land, publicly owned land, or Provincial Crown land), GPS coordinates, size, total number of people benefiting from this project, land use, etc. for each proposed Category 3 project. (*Map(s) indicating the location of the proposed project must be included in this application).*

    b. Does the proposed project(s) build on other recent related projects in your region? If yes, please explain. If referencing reports, please include the relevant page number(s) and links/attachments to these reports.

24. Evidence, Rationale, and Risk to Public Safety.

    a. What is the evidence and rationale for undertaking the proposed project(s)? This should include how the local natural hazard and/or climate risk is being assessed through threat levels (e.g., as identified in completed risk maps, assessments, or plans) and projected climate risks and/or recent events (e.g., evacuation orders, disaster financial assistance).

       This may also include completed environmental impact analysis, design drawings or details, record of engagement with First Nations, asset management plan (including natural assets where applicable), and/or letters of support (from provincial ministries, etc.).

    b. Describe what risk to public safety is present with the natural hazard and/or climate change. Outline if possible if there is an expected loss of life risk and/or disruption to critical infrastructure/services. What work has been undertaken to date by the community to mitigate or lessen this risk?

    c. Copies or extracts of the available evidence are required to be submitted with the application. Please indicate what documentation is being submitted and provide a specific reference to the sections of documents that should be reviewed.

25. Proposed Category 3 Activities. What specific activities will be undertaken as part of the proposed project? Please refer to Section 6 of the *Program and Application Guide* for eligibility and note that activities must directly align with the required workplan and budget.

26. Proposed Deliverables and Outcomes.

    a. What specific deliverables will result from this project?

    b. What impact will this project's deliverables have on public safety for the community at risk?

    c. How does this project consider climate change in the methodology and final deliverables?

    d. If applicable, how will this project lead to an improvement or reduction in Provincial government assistance in response/recovery activities?

27. Risk Mitigation. List any potential implementation risks that may impact your ability to deliver on the project and explain what mitigation measures are in place to address them (e.g., staff capacity, procurement, permitting, stakeholder engagement).

Detailed Project Information for Category 4: Land Use Planning, Education, Monitoring Equipment, and Temporary Mitigation Equipment

28. Proposed C4 Project:

    a. Name of C4 project

    b. Grant request for C4

29. Project Area.
    a. Describe the proposed project area's land tenure (First Nations land, publicly owned land, or Provincial Crown land), GPS coordinates, size, total number of people benefiting from this project, land use, etc. for each proposed Category 4 project. (*Map(s) indicating the location of the proposed project must be included in this application).*
    b. Does the proposed project(s) build on other recent related projects in your region? If yes, please explain. If referencing reports, please include the relevant page number(s) and links/attachments to these reports.
30. Evidence, Rationale, and Risk to Public Safety.
    a. What is the evidence and rationale for undertaking the proposed project(s)? This should include how the local natural hazard and/or climate risk is being assessed through threat levels (e.g., as identified in completed risk maps, assessments, or plans) and projected climate risks and/or recent events (e.g., evacuation orders, disaster financial assistance).

       This may also include completed environmental impact analysis, design drawings or details, record of engagement with First Nations, asset management plan (including natural assets where applicable), and/or letters of support (from provincial ministries, etc.).
    b. Describe what risk to public safety is present with the natural hazard and/or climate change. Outline if possible if there is an expected loss of life risk and/or disruption to critical infrastructure/services.
    c. Copies or extracts of the available evidence are required, if available. Please indicate what documentation is being submitted and provide a specific reference to the sections of documents that should be reviewed.
    d. Applications that include monitoring equipment and temporary mitigation equipment are required to demonstrate that local operating budgets are not sufficient to cover the cost of equipment. If the application includes equipment, please provide more information.
31. Proposed Category 4 Activities. What specific activities will be undertaken as part of the proposed project? Please refer to Section 6 of the *Program and Application Guide* for eligibility and note that activities must directly align with the required workplan and budget.
32. Proposed Deliverables and Outcomes.
    a. What specific deliverables will result from this project?
    b. What impact will this project's deliverables have on public safety for the community at risk?
    c. How does this project consider climate change in the methodology and final deliverables?
    d. If applicable, how will this project lead to an improvement or reduction in Provincial government assistance in response/recovery activities?
    e. If applicable, how does this project address and/or inform existing or future amendments to local plans, policies, building codes, floodplain zoning bylaws, and/or public awareness/education?
33. Risk Mitigation. List any potential implementation risks that may impact your ability to deliver on the project and explain what mitigation measures are in place to address them (e.g., staff capacity, procurement, permitting, stakeholder engagement).

Required Attachments

Only complete applications will be considered for funding.

The following separate attachments are required to be submitted as part of the application:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the 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.
- Detailed work plan for each category included in the application that includes a breakdown of work activities, tasks, deliverables or products, resources, timelines (start and end dates), and other considerations or comments.
- Detailed budget for each category included in the application that indicates the proposed expenditures from CEPF and directly aligns with the proposed activities outlined in the application worksheet. 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.
- Map(s) for each category included in the application indicating the location of the proposed project(s).
- If applicable, copies of any relevant documents that support the rationale for this project must be included with this application.
- For projects located on Provincial Crown Land, evidence of support from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District, and/or Recreation Sites and Trails).
- 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 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.