



THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

SUBMITTED BY: David Lind, Director Fire Rescue Services

COUNCIL MEETING: REG ☒ COW ☐ I/C ☐
COUNCIL MEETING DATE: November 28, 2022
REPORT DATE: November 10, 2022
FILE: 1855-20

SUBJECT: UBCM COMMUNITY RESILIENCY INVESTMENT PROGRAM – 2023 FIRESMART COMMUNITY FUNDING & SUPPORTS

PURPOSE:

To receive Council authorization and support for a grant application for up to \$200,000 from the *UBCM Community Resiliency Investment Program - 2023 FireSmart Community Funding & Supports* to continue funding the FireSmart Coordinator position and to implement wildfire resiliency strategies & projects in the City of Vernon.

RECOMMENDATION:

THAT Council authorize Administration to apply for up to \$200,000 from the *"UBCM Community Resiliency Investment Program - 2023 FireSmart Community Funding & Supports"*, as attached to the Report of the same title, dated November 10, 2022 and respectfully submitted by the Director of Fire Rescue Services;

AND FURTHER, that Council authorize Administration to assume overall grant management.

ALTERNATIVES & IMPLICATIONS:

1. THAT Council not support the application for up to \$200,000 from the *"UBCM Community Resiliency Investment Program - 2023 FireSmart Community Funding & Supports"* and the proposed projects not be undertaken in 2023.

Note: This grant requires Council resolution to receive funding.

ANALYSIS:

A. Committee Recommendations:

N/A

B. Rationale:

1. The FireSmart Community Funding & Supports program provides for on-going FireSmart projects to build local wildfire resiliency through education, public engagement and fuel mitigation.
2. A successful grant application would enable the continued employment of a full-time FireSmart Coordinator, and allow for FireSmart home assessments.
3. The FireSmart Coordinator will continue to report to the Director of Fire Rescue Services and implement BC and or FireSmart Canada programs throughout the City.
4. Many FireSmart projects and initiatives in British Columbia are grant funded. Effective FireSmart strategies require multi-year programming to achieve results and managing these strategies is administratively burdensome. The FireSmart Coordinator position is focused to assume the responsibility for much of this work.

5. The full-time, temporary position would be 100% grant funded for a 12-month period and there may be an opportunity for additional grant funding to continue the position in future years.

C. Attachments:

1. UBCM Community Resiliency Investment Program - 2023 FireSmart Community Funding and Supports Application.

D. Council's Strategic Plan 2019 – 2022 Goals/Action Items:

The subject of FireSmart involves the following goals/action items in Council's Strategic Plan 2019 – 2022:

- Continue to implement FireSmart principles in the wildfire interface area and improve communication with residents
- Work towards a sustainable Vernon – environmentally, economically and socially

E. Relevant Policy/Bylaws/Resolutions:

1. N/A

BUDGET/RESOURCE IMPLICATIONS:

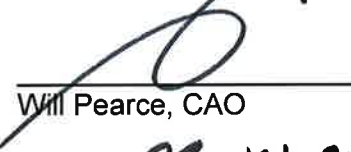
The proposed initiative is 100% grant funded.

Prepared by:

X 

Signer 1
David Lind
Director, Fire Rescue Services

Approved for submission to Council:



Will Pearce, CAO
Date: 23. NOV. 2022.

REVIEWED WITH

- | | | |
|--|---|---|
| <input type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations | <input type="checkbox"/> Current Planning |
| <input type="checkbox"/> Bylaw Compliance | <input type="checkbox"/> Public Works/Airport | <input type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Facilities | <input type="checkbox"/> Building & Licensing |
| <input type="checkbox"/> RCMP | <input type="checkbox"/> Utilities | <input type="checkbox"/> Engineering Development Services |
| <input type="checkbox"/> Fire & Rescue Services | <input type="checkbox"/> Recreation Services | <input type="checkbox"/> Infrastructure Management |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Parks | <input type="checkbox"/> Transportation |
| <input checked="" type="checkbox"/> Financial Services | | <input type="checkbox"/> Economic Development & Tourism |
| <input type="checkbox"/> COMMITTEE: | | |
| <input checked="" type="checkbox"/> OTHER: FireSmart Taskforce | | |

Community Resiliency Investment Program 2023 FireSmart Community Funding & Supports Application Form

New in 2023 – The 2023 FireSmart Community Funding & Supports program will have an open intake. Funding permitting, eligible applicants can submit one application between October 1, 2022 and December 31, 2023 (or until such time that funds are no longer available).

Please complete and return the application form and all required attachments. All questions are required to be answered by typing directly in this form. If you have any questions, contact cri@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- <i>(administrative use only)</i>
Name of Local Government or First Nation: City of Vernon	Complete Mailing Address: 3401- 30 Street Vernon, BC, V1T 5E7
Contact Person*: David Lind	Position: Director, Fire Rescue Services
Phone: 250-550-3563	E-mail: dlind@vernon.ca

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

<p>SECTION 2: Type of Application – Please identify the type of application you are submitting and provide the required information. Refer to Section 4 in the Program & Application Guide for eligibility.</p>
<p>1. Type of Application (select one only):</p> <p><input checked="" type="checkbox"/> Single applicant (as identified in Section 1 of the application form)</p> <p><input type="checkbox"/> Regional Project for Multiple Eligible Applicants. Please list all of the partnering eligible applicants included in this application: NA</p> <p><input type="checkbox"/> Regional Projects for Regional District Applications Including Multiple Electoral Areas. Please list all electoral areas included in this application. Refer to Section 4 of the program guide for requirements for regional district applications: NA</p>
<p>2. Rationale for Regional Projects (only). Please provide a rationale for submitting a regional project application and describe how this approach will support cost-efficiencies in the total funding request.</p> <p>NA</p>

SECTION 3: Project Summary

3. Name of the Project:

City of Vernon 2023 FireSmart Program

4. Project Summary. Please provide a summary of your project in 150 words or less.

The FireSmart Coordinator reports to the City of Vernon's, Director of Fire Rescue Services to develop and deliver program objectives and to continue to build wildfire resiliency and awareness throughout the organization and the community. Working together with the City's FireSmart Taskforce (resiliency committee), this position will continue to build on the past years programs.

Responsibilities include, but are not limited to:

- Development and implementation of community educational outreach programs, FireSmart Canada Neighborhood Recognition Program (FCNRP) and implementing the Home Partners Program.

- Building collaborative regional partnerships with Okanagan Indian Band, Regional District North Okanagan (RDNO), Regional District Central Okanagan (RDCO) and the District of Coldstream.

- Represent the City of Vernon on the Regional FireSmart Committee.

- Coordinate fuels management treatment for critical infrastructure within the City of Vernon.

- Community engagement with private and public sector groups to grow FireSmart initiatives (real estate agents, landscape companies, etc.).

5. Fire Centre (use check boxes). Indicate which Fire Centre the proposed activities are located in (check all that apply).

☐ Cariboo Fire Centre

☐ Coastal Fire Centre

☒ Kamloops Fire Centre

☐ Northwest Fire Centre

☐ Prince George Fire Centre

☐ Southeast Fire Centre

6. Project Cost & Funding Request:

Total project cost: \$200,000.00

Total funding request for FireSmart activities (as indicated on Worksheet(s) 1): \$168,000.00

Total funding request for fuel management activities (as indicated on Worksheet 2): \$0.00

Total funding request for new CWRP or CWPP update (as indicated on Worksheet 3):
\$32,000.00

Total project funding request: \$200,000.00

Have you applied for or received funding for this project from other sources? If yes, please provide details below.

No

7. Progress to Date. If you were approved for funding under previous rounds of the FireSmart Community Funding & Supports program, or the 2021 FireSmart Economic Recovery Fund, please describe the activities that have been completed to date and/or what activities your community has not yet completed but will be undertaking to increase resiliency.

2019 project (required to be completed): final report is with UBCM and BCWS for approval.
 2020 project: extended project, under BCWS and UBCM review.
 2021 projects(s) – FSCFS and/or FSERF: 2021 FSERF project complete. 2021 FSCFS extended project, under BCWS and UBCM review.
 2022 project: in progress, on target to complete at the end of February 2023.

8. Required FireSmart Components. Starting in 2024, it will be required for all applicants to have the following FireSmart components developed/active in their community. Please check which of the following are currently in place and provide a brief summary:

- ☒ FireSmart Position: Full-time FireSmart Coordinator, 2023 grant funding required to continue the position.
- ☐ Community Wildfire Resiliency Plan: City of Vernon CWPP was developed in 2014 and this application seeks to develop a CWRP.
- ☒ Community FireSmart & Resiliency Committee: City of Vernon has a FireSmart Taskforce consisting of representatives of all City divisions. The FireSmart Taskforce serves the same function as a Community FireSmart & Resiliency Committee and will be renamed in the new term.

Applicants that do not have a position, plan and committee are strongly encouraged to apply for these activities in the 2023 intake (and in order to be eligible for future funding).

SECTION 4: Requirements for Funding (refer to Section 5 of Program & Application Guide)

9. A. Eligibility Review/Engagement Prior to Submitting an Application.

- ☐ Applications with FireSmart activities only (i.e. only Worksheet 1) - Applicants are required to document engagement in the application. Planning and discussion must occur at a minimum of 30 days prior to submission of an application to allow for meaningful dialogue regarding the proposed FireSmart activities and opportunities for integration of planning on provincial Crown lands.

Please indicate the name(s) and title(s) of the person(s) you engaged with and describe the extent of that engagement.

NA
- ☐ **New in 2023** - Applications with fuel management activities (Worksheet 2) - Applicants are required to review Worksheet 2 with the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Mitigation Specialist/Liaison and Section 6 of the worksheet must be completed by the BCWS and/or FNESS before the application is submitted.
- ☒ **New in 2023** - Applications with CWRP development or CWPP Update (Worksheet 3) - Applicants are required to review Worksheet 3 with the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Mitigation Specialist/Liaison and Section 5 of the worksheet must be completed by the BCWS and/or FNESS before the application is submitted.

B. Acceptable Plan. In order to qualify for funding, applicants must have a current and acceptable plan that includes assessment and identification of FireSmart and/or fuel management priorities (limited to Community Wildfire Resiliency Plan or Community Wildfire Protection Plan). Please outline how your community meets this requirement. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.

The City of Vernon has an approved CWPP, completed July 2, 2014. The plan is outdated and this application seeks funding to create a new CWRP in 2023. Some of the work to complete the new CWRP will be provided by the FireSmart Coordinator with assistance of professional consultation of a Registered Professional Forester.

Submit completed plans with the application form.

SECTION 5: Wildfire Risk & Rationale

- 10. A. WUI Wildfire Risk Class.** What is the WUI Risk Class (1 – 5) for the general area of interest of your community or proposed activities, including the WUI polygon name, from the risk class map? Refer to Appendix 2 of the Program & Application Guide.

Risk Class: 1 WUI Polygon name: NA

B. If local assessments provide additional evidence of higher wildfire risk than the WUI Risk Class, provide specific evidence of wildfire risk (reference to appropriate section of a CWRP/CWPP or other plan, etc.).

NA

Additional evidence for higher wildfire risk (e.g. CWRP/CWPP extract, copies of assessments, etc.) is required to be submitted with the application form.

C. For the purpose of FireSmart Community Funding & Supports grants, identify the risk category that you are applying under:

- ☐ Lower risk of wildfire (may apply for a base grant of up to \$100,000)
- ☒ Higher risk of wildfire (may apply for a base grant of up to \$200,000)

- 11. Other Rationale.** What other rationale or evidence is there for undertaking the proposed project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk & Vulnerability Analysis and/or other risk assessments; demonstrated history of repeated and/or significant interface wildfires and evacuations; or other rationale.

The City of Vernon's Emergency Plan, based on a HRVA, identifies the threat of wildfire as the communities #1 risk and recent fires have threatened the community and triggered evacuation alerts.

The FireSmart Coordinator position works to increase the wildfire awareness and involvement of stakeholders by providing the necessary resources through education, assessments and community engagement. With increased awareness through educational programs and home assessments we anticipate seeing an increase in community resiliency to wildfire.

Evidence of other rationale (e.g. Local Authority Emergency Plan extract, copies of assessments, etc.) is required to be submitted with the application form.

- 12. Community Capacity Challenges.** Please describe any capacity challenges that your community faces in relation to wildfire risk reduction. This could include rural/remote location, lack of local fire department and/or lack of FireSmart position or Community Wildfire Resiliency Committee

The City of Vernon has found that the term funding for a FireSmart Coordinator position impacts the ability to retain employees in the role. To date there have been three (3) different Coordinators in the role over two (2) years with gaps between each employee. Both of the previous employees remain with the City, however, they left the FireSmart Coordinator position

for permanent roles. The turnover of employees has had an impact on our ability to effectively manage the grants.

Another challenge is the insufficient funding available for fuel treatments. This is compounded by onerous reporting processes. For example, there is a high risk area of Vernon which requires treatment. In total there is approximately 2000 ha to treat. Between the works completed in the area by private land owners, the Province and the City of Vernon, approximately 100 ha have been treated over five (5) years.

SECTION 6: Detailed Project Information

13. Proposed Activities. Please refer to Section 6 of the Program & Application Guide for eligibility, and complete Worksheet 1: Proposed Activities & Cost-Estimate. Worksheet 1 is required to be completed for all applications and all projects must include an Education component.

14. Increasing Resiliency. Please indicate how the proposed project will increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

The intent of this project is to increase community FireSmart awareness in the City of Vernon. The FireSmart program will provide increased community involvement with the focus on improving the communities resiliency through education. Both the FCNRP and HPP programs will be used to lead neighbourhoods in FireSmart efforts.

What performance measures will be used to assess the success of the proposed activities?

Successful retention of the FireSmart Coordinator. The completion of activities and projects as outlined in the application.

15. Partnerships & Collaboration. Please identify any other authorities you will collaborate with on the proposed project (e.g. community or resident organizations, First Nation or Indigenous organizations, or other local governments) and outline how you intend to work together.

The FireSmart Coordinator position will continue to build relationships with regional partners (North and South Okanagan). This application seeks to jointly purchase an Ember mascot. The development of regional FireSmart messaging is a project the partners are planning to collaborate on.

The position will strengthen and bolster the FireSmart efforts of neighbourhood groups throughout Vernon by building programs, providing education and recognition. Continual work with FireSmart recognized neighbourhoods such as Predator Ridge, Canadian Lakeview Estates, Sunset properties, etc. is important to facilitate sustained success with the program.

The FireSmart Coordinator leads the City's FireSmart Taskforce (FireSmart Resiliency Committee) which has the ability to collaborate within the City to advance mitigation projects.

16. Additional Information. Please share any other information you think may help support your submission.

The City of Vernon has made efforts to increase community resilience to wildfire through fuels management and education. Outside of grant funding the City has worked to grow and support the number of FireSmart boards, applied FireSmart principles to City owned buildings and facilities, engaged our policy group to foster support, cross trained municipal firefighters,

invested in wildland fire suppression (fire apparatus and sprinkler protection unit) and undertaken evacuation emergency planning).

SECTION 7: Application Check List

Required Submissions	Related Attachments
<input checked="" type="checkbox"/> Application Form	<input checked="" type="checkbox"/> Completed CWPP or CWRP as required in Q. 9 <input type="checkbox"/> Other rationale, as required in Q. 10 and 11
<input checked="" type="checkbox"/> Worksheet 1: Proposed Activities & Cost Estimate	<input type="checkbox"/> Approval from SPCO (if applying for Phase 2, 3 or 4) for FireSmart structure protection equipment, as required in Q.6 <input type="checkbox"/> List of proposed training with cost calculation and estimate for each FireSmart position, as required in Q.7 <input checked="" type="checkbox"/> Completed FireSmart Assessments for structures proposed for FireSmart Projects for Critical Infrastructure, as required in Q. 8 <input type="checkbox"/> Completed FireSmart Assessments for structures proposed for FireSmart Projects for Community Assets, as required in Q. 9
<input type="checkbox"/> <u>For fuel management activities only:</u> Worksheet 2: Proposed Fuel Management Activities	<input type="checkbox"/> Additional information that supports treatment as a priority, as required in Q. 6 and/or Q. 11 <input type="checkbox"/> <u>For fuel management treatment on Provincial Crown land only,</u> an email from the Land Manager indicating information sharing with First Nations has been completed as required in Q. 14 <input type="checkbox"/> Overview map of the community, previously completed treatments, proposed treatments for this application, and planned future treatments <input type="checkbox"/> PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest, proposed treatment units, land status and tenure overlaps <input type="checkbox"/> If available, current wildfire threat assessment plots and/or fuel loading data and rationale for the proposed treatment unit(s) <input type="checkbox"/> <u>For fuel management treatment only,</u> a copy of the completed, signed prescription and project spatial layer <input type="checkbox"/> <u>For cultural and prescribed fire only,</u> a copy of the completed burn plan (in addition to the prescription) and project spatial layer
<input checked="" type="checkbox"/> <u>For CWRPs and CWPP Updates only:</u> Worksheet 3: Proposed New CWRP or Update to CWRP/CWPP	<input checked="" type="checkbox"/> PDF map and Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI

☒ Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management

☐ For regional projects only: Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf

Submit the completed Application Form and all required related attachments as e-mail attachments to cri@ubcm.ca and note "2023 CRI" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 8: Signature – Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and the BC FireSmart Committee.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place).

Name: David Lind

Title: Director Fire Rescue Services

Signature*:



Date: November 17, 2022

A certified electronic or original signature is required.

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

Community Resiliency Investment Program

2023 FireSmart Community Funding & Supports

Worksheet 1: Proposed Activities & Cost Estimates

This worksheet is required to be completed for all applications.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (250) 356-2947.

For *Regional Projects for Regional District Applications Including Multiple Electoral Areas* **only**, a separate Worksheet 1 is required for each electoral area that is included in the application. Please note that multiple electoral areas can be included in a single Worksheet 1 only if the proposed activities are identical for each electoral area.

Instructions for Section 2:

For all applications that include FireSmart positions:

- The certification must be signed
- All staffing costs for eligible activities must be included in the appropriate sections of Worksheets 1 (Section 2), 2 and/or 3
- Training for eligible FireSmart positions must be included in Training & Cross-Training and be clearly linked to the eligible activities that will be undertaken.

For all other proposed activities, indicate the proposed activities and required cost estimate, (including cost calculations) for each proposed activity. For each category, also include the incremental staffing and/or administrative costs and calculate funding request subtotal. In cases where other contributions are included for proposed activities, please clearly distinguish between the requested CRI funding amount and other contributions, including in-kind contributions. Additional cost information may be requested.

Required Cost Estimate: Applicants are required to provide a detailed cost estimate for each proposed activity. If a specific cost breakdown is required, complete all fields. Applicants are required to propose costs within the cost maximums that reflect local, reasonable estimates. However, with mitigating circumstances (e.g. remote community), applicants can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Required Cost Calculation: In addition to the cost estimate, applicants are required to provide a cost calculation for each proposed activity, using the following:

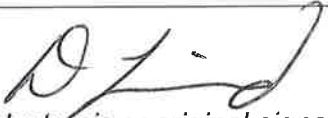
- Incremental staff and administrative costs: total number of hours x hourly wage or percentage of annual salary.
- Consultant/contractor costs: total number of hours x hourly rate. Please note: if you intend to hire a professional (planner, forester) to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g. social media, planning events or administering rebate programs) consultant rates are expected to be commensurate with the type of activity being undertaken.
- Meeting rooms, equipment rentals: total number of hours x hourly rental charge
- Other goods and services (i.e. educational materials, event costs): include vendor quote or estimate of costs from purchase of similar goods or services within the past 12 months

Worksheet 1: Proposed FireSmart Activities & Cost Estimates

SECTION 1: Applicant Information	CRI- (for administrative use only)
Name of Local Government or First Nation: City Of Vernon	Name of Project: City of Vernon 2023 FireSmart Program
<u>For Regional District applications only</u>	
Name of Electoral Area:	

SECTION 2: Proposed Activities

1. FireSmart Positions

A. Indicate which position(s) you propose to fill with 2023 FSCFS funding, the proposed salary and the number of positions with the required cost calculation:	
<input checked="" type="checkbox"/> FireSmart Coordinator: \$80,136 - \$47.70/hr for 70 hrs bi-weekly - includes vehicle allowance and 14% in-lieu of benefits and vacation pay.	
<input type="checkbox"/> Local FireSmart Representative:	
<input type="checkbox"/> Wildfire Mitigation Specialist:	
<input type="checkbox"/> Wildfire Forest Professional:	
<input checked="" type="checkbox"/> FireSmart Crew Member: \$17,000 - 2 crew members for a 3 month term	
<i>Note that salaries must align with eligible activities and be broken down in Q2 to Q10 below</i>	
B. Complete the certification for FireSmart positions:	
I certify that: (1) I have read and understand the recommended Job Description(s) (2) the primary focus of the position will be to support eligible FireSmart activities but that other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.	
Name: David Lind	Title: Director of Fire Rescue Services
Signature*:  <i>A certified electronic or original signature is required.</i>	Date: November 17, 2022

2. Education – Required for All Applications

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Update signage, social media, applicant websites and/or newsletters, and community education materials or displays. For costs associated with the purchase of FireSmart resources please visit Resources on FireSmartBC.ca.		

Banners: Purchase up to 2 banners for display booth for firesmart related events.	<i>Up to \$1,600 (total order)</i>	\$1,600
Posters: Enter description	<i>Up to \$215 (total order)</i>	0
Videos specific to community wildfire resiliency: Partnering with several communities to create regional Firesmart messaging.	<i>Up to \$10,700 each</i>	\$5,000
Tents, including walls: Enter description	<i>Up to \$2,140 each</i>	0
Vehicle decals: Decals for Firesmart Coordinator vehicle.	<i>Up to \$750 (total order)</i>	\$750
T-shirts: Acquire t-shirts for community champions and FireSmart Committee, shirts for FireSmart Coordinator and summer students.	<i>Up to \$1,070 (total order)</i>	\$1,070
Ember mascot costume: Partnering with several communities to share one Ember mascot.	<i>Up to \$6,000</i>	\$2,000
Other educational materials: Enter description		0
B. Organize and host public information meetings		
Host 3-5 public events focusing on education/ building and landscaping best practices. Will require basic catering and venue costs.	<i>Up to \$5,350 per event</i>	Event planning: 0 Venue: \$2,184 Presenters: 0 Event costs (e.g. IT, basic catering): \$600 Total activity cost: \$2,784.00
C. Promote/distribute FireSmart educational materials and resources		
Purchase 2 magnetic boards and material for display at FireSmart booth and education events.	<i>FireSmart Magnetic Board: up to \$1,710 each</i>	\$1,710
D. Wildfire Community Preparedness Day		
<i>Events to help people understand the importance of protecting their properties from wildfires.</i> Currently have 12 communities and would require basic catering for each event.	<i>Up to \$5,350 per event</i>	Event planning: 0 Venue: 0 Presenters: 0 Event costs (e.g. IT, basic catering): \$1,200 Total activity cost: 1,200
E. FireSmart day, events and workshops, and wildfire season open houses		
Enter description of proposed event(s). Currently have 12	<i>Up to \$5,350 per event</i>	Event planning: 0 Venue: 0

communities and would require basic catering for each event.		Presenters: 0 Event costs (e.g. IT, basic catering): \$1,200 Total activity cost: 1,200
F. FireSmart BC Library program		
Okanagan Regional Library-Vernon Branch	Up to \$550 per library	\$550
G. FireSmart Canada Neighbourhood Recognition		
<i>FireSmart Canada program that recognizes FireSmart communities</i> Enter name of neighbourhood(s) and specific steps to be taken to achieve recognition		Form and/or support a FireSmart Committee: 0 Conduct a Site Visit: 0 Undertake Neighbourhood Wildfire Hazard Assessments: Include in Category 8 below Develop a of FireSmart Neighbourhood Plan: Include in Category 8 below. Implement FireSmart Event: 0 Submit application for recognition: 0 Total activity cost: \$0.00
H. Targeted education to support implementation of fuel management activities, including cultural and prescribed fire.		
Enter description		0
I. Other proposed costs for Category 2		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$17864.00

3. Community Planning

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Develop CWRP - Complete Worksheet 3		
B. Amend an existing CWRP or CWPP - Complete Worksheet 3		
C. Develop policies/practices for FireSmart First Nations land or publicly owned land		
<i>Refer to: FireSmart BC Landscaping Guide</i> Enter description	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0

D. Develop policies/practices for FireSmart First Nations owned buildings and publicly owned buildings		
<i>Refer to: Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping</i> Enter description	<i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
E. Complete FireSmart Home Ignition Zone Assessment Score Card, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment for First Nation and/or publicly owned buildings		
<i>Assessment form to determine your critical infrastructure's preparedness for wildfire.</i> Enter name(s) of critical infrastructure and ownership	Up to \$850 per structure (generally 4 to 8 hours) with required cost breakdown in WS1	Number of structures to be assessed: 0 Cost per structure: \$0 Total activity cost: \$ 0.00
F. Other proposed costs for Category 3		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$0.00

4. Development Considerations

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Amend OCPs, Comprehensive Community Plans and/or bylaws		
Amend the City of Vernon Tree Bylaw. City of Vernon lawyer fees to provide professional advice.	<i>Up to \$10,700. Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	\$10,000
B. Revise landscaping requirements		
<i>Refer to: FireSmart BC Landscaping Guide</i> Amend Landscaping Bylaw. City of Vernon lawyer fees to provide professional advice.	<i>Up to \$10,700. Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	\$10,000
C. Establish Development Permit Areas for Wildfire Hazard		
<i>Refer to: Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping</i> Enter description	<i>Up to \$10,700. Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0

D. Include wildfire prevention and suppression considerations in the design of subdivisions		
Enter description	<i>Up to \$10,700. Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
E. Amend referral processes for new developments to ensure multiple departments are included		
Enter description	<i>Up to \$10,700. Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
F. Other proposed costs for Category 4		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$20000.00

5. Interagency Co-operation

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Community FireSmart Resiliency Committees		
<i>Refer to: CFRC Guidance Document.</i> Enter description	<i>Up to \$2,140 per meeting plus overall coordination costs</i>	Overall coordination of CFRC: 0 Meeting planning: 0 Venue: 0 Presenters: 0 Meeting costs (e.g. IT, basic catering): 0 Total activity cost: \$0.00
B. Integrated fuel management planning or cultural and prescribed fire planning table		
<i>Planning tables to support the integration of fuel management planning across jurisdictional boundaries.</i> Enter description	<i>Up to \$2,140 per meeting</i>	Meeting planning: 0 Venue: 0 Presenters: 0 Meeting costs (e.g. IT, basic catering): 0 Total activity cost: \$0.00
C. Indigenous cultural safety and cultural humility training		
Enter description		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0

		Number of students: 0 Cost per student: 0 Total activity cost: \$0.00
D. 2023 FireSmart BC Conference and WUI Symposium		
Four employees from City of Vernon to attend the 2023 FireSmart BC Conference.	<i>Up to \$2,000 per attendee, limited to four staff per eligible applicant</i>	Hotels, travel, food per-diems. \$8,000
E. FireSmart BC Plant Program. Nicholas Alexanders and The Flower Spot.	<i>Up to \$2,500 per location</i>	\$5,000
F. Other proposed costs for Category 5		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$13,000

6. Emergency Planning

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Cross-jurisdictional meetings and <u>tabletop</u> exercises, including seasonal wildfire readiness meetings		
Enter description	<i>Up to \$2,140 per meeting</i>	Meeting planning: 0 Venue: 0 Presenters: 0 Meeting costs (e.g. IT, basic catering): 0 Total activity cost: \$0.00
B. Assess community water delivery ability as required for suppression activities		
<i>Limited to current water system evaluation and available flow analysis:</i> Enter description	<i>Up to \$10,700 Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
C. Assess, inventory and purchase FireSmart structure protection equipment		
<i>Refer to Appendix 3 for requirements for funding this activity</i>	<i>Up to \$45,000</i>	Indicate which phase you are applying for: <input type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2 (with SPCO approval) <input type="checkbox"/> Phase 3 (with SPCO approval) <input type="checkbox"/> Phase 4 (with SPCO approval)

		Total activity cost: \$0.00
D. Community emergency preparedness events focused on wildfire		
<i>Refer to: EMBC Wildfire Preparedness Guide</i> Enter description of proposed event(s)	Up to \$5,350 per event	Event planning: 0 Venue: 0 Presenters: 0 Event costs (e.g. IT, basic catering): 0 Total activity cost: \$0.00
E. Community event focused on Wildfire Evacuation Checklist		
<i>Refer to: Wildfire Evacuation Checklist.</i> Enter description of proposed event(s)	Up to \$5,350 per event	Event planning: 0 Venue: 0 Presenters: 0 Event costs (e.g. IT, basic catering): 0 Total activity cost: \$0.00
F. Other proposed costs for Category 6		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$0.00

7. FireSmart Training & Cross Training

For all virtual courses, eligible costs include: course fee (if any), required course materials, and travel (including accommodations and per diems) only if required for internet connection or access too necessary technology.

For all in-person courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems)

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Training for FireSmart Positions. <i>Refer to the recommended job descriptions for the training required for each position. Only qualifications identified in the job descriptions are eligible for funding.</i>		
For each position applied for in Question 1A, <u>attach</u> a separate list of proposed training.		Total activity cost: \$0.00
B. Local FireSmart Representative (LFR) Training. <i>Refer to Appendix 4 for more information on the FireSmart Canada Neighbourhood Recognition program.</i>		
<i>To help community leaders and fire professionals become familiar with and implement all components of the</i>	<i>Free; available online</i>	Travel if required: 0 Number of students: 0 Cost per student: 0

FireSmart Canada Neighbourhood Recognition Program. Enter description (optional)		Total activity cost: \$0.00
C. Home Partners Program – Wildfire Mitigation Specialist training. <i>Refer to Appendix 4.</i>		
Training for property assessment program to help residents identify actions they can take on their property to reduce wildfire risks. Enter description (optional)	No more than \$8,000 per workshop No more than \$325 per trained WMS for the HPP annual enrollment fees	Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of students: 0 Cost per student: 0 Total activity cost: \$0.00
D. Home Partners Program – Wildfire Mitigation Specialist annual enrollment fee. <i>This fee is for those WMS that completed their training in the intake prior and are only renewing their registration with FireSmart Canada.</i>		
Enter description (optional)	Up to \$325 per trained WMS for the HPP enrollment fees.	Number of WMS: 0 Cost per WMS: 0 Total activity cost: \$0.00
E. Support local government or First Nation staff that have completed Wildfire Mitigation Specialist training to qualify as facilitators		
Enter description		Travel: 0
F. Cross-train fire department members. <u>Training for community members is not eligible.</u>		
Wildfire Risk Reduction Basics Course <i>Course for non-forest professionals that provides an introduction to the key concepts to minimize the negative impacts of wildfires in BC</i> Enter description (optional)	<i>Free; available online</i>	Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
Fire Life & Safety Educator <i>Public education course for fire safety education</i> Enter description (optional)	<i>Available online</i>	Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
ICS-100 (Volunteer FS only) <i>Introduction to effective system for command, control, and coordination of response at an emergency site</i> Enter description (optional)	<i>Available online</i>	Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
SPP-WFF1 Wildland Firefighter Level 1 <i>Includes S-100, S-185, ICS-100</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0

		Cost per FD member: 0 Total activity cost: \$0.00
S-100 Basic fire suppression and safety and S-100A <i>Basic fire suppression training for contract crews and annual refresher</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
S-185 Fire entrapment avoidance and safety <i>General knowledge course on wildfire safety and entrapment avoidance for local governments, contract crews, and First Nations</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
S-231 Engine Boss <i>Training for structure protection program in a WUI event</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
WSPP-115 and WSPP-FF1 <i>Training for structure protection unit crews</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
Task force leader (for structure protection only) <i>Course for wildfire personnel to monitor and assess specialty resources that work together to accomplish a common wildfire task</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
Structure Protection Group Supervisor (GrpS) (for structure protection only) <i>Course for wildfire personnel to implement assigned portion of the Incident Action Plan and be responsible for all operations conducted in the division/group</i> Enter description (optional)		Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of FD members: 0 Cost per FD member: 0 Total activity cost: \$0.00
G. Cross-train emergency management personnel		
Introduction to Emergency Management in Canada	Available online	Instructor, tuition or course fee: 0 Required materials: 0

Basic concepts and structure of emergency management Enter description (optional)		Travel: 0 Number of students: 0 Cost per student: 0 Total activity cost: \$0.00
ICS-100 Introduction to effective system for command, control, and coordination of response at an emergency site Enter description (optional)	Available online	Instructor, tuition or course fee: 0 Required materials: 0 Travel: 0 Number of students: 0 Cost per student: 0 Total activity cost: \$0.00
H. Other proposed costs for Category 7		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$0.00

8. FireSmart Projects for Critical Infrastructure

To be eligible for funding, all FireSmart Projects for Critical Infrastructure must have a completed FireSmart Home Ignition Zone Assessment Score Card, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment at the time of application submission.

Eligible projects must be First Nations owned buildings or publicly owned buildings that are currently designated as critical to support effective emergency response to a wildfire event. *For the purpose of FSCFS funding, the following are not eligible as FireSmart Projects for Critical Infrastructure: roads and bridges, gas stations, hotels and transfer stations.*

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Completion of recommended mitigation activities identified in the <u>completed</u> assessment, limited to labour and material costs required to complete activities. <i>Refer to Appendix 5</i>		
Description of CI: Vernon Jubilee Hospital Ownership: Enter description Role in wildfire response: Provide emergency and medical services <input type="checkbox"/> Assessment(s) is included with application	Up to \$53,500.	City of Vernon crews to complete work and subcontract work if the City is unable to meet the deadline. Slope stability assessment \$20,000
B. Completion of FireSmart Home Ignition Zone Assessment Score Card, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment after mitigation work is complete (required)		
Enter description (optional)	Up to \$850 per structure (generally 4 to 8 hours).	Number of structures to be assessed: 0

		Cost per structure: \$ 0 Total activity cost: \$ \$0.00
C. Other proposed costs for Category 8		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$20,000.00

9. FireSmart Projects for Community Assets

To be eligible for funding, all FireSmart Projects for Community Assets must have a completed FireSmart Home Ignition Zone Assessment Score Card, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment at the time of application submission.

Eligible projects must be buildings or properties owned by local non-profit groups or community associations that are currently designated as critical to support effective emergency response to a wildfire event.

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Completion of recommended mitigation activities identified in the <u>completed</u> assessment, limited to labour and material costs required to complete activities. <i>Refer to Appendix 5</i>		
Description of asset: Enter description Ownership: Enter description Role in wildfire response: Enter description <input type="checkbox"/> Assessment(s) is included with application	Up to \$53,500.	0
B. Completion of FireSmart Home Ignition Zone Assessment Score Card, FireSmart Critical Infrastructure Assessment or FireSmart Home Partners Assessment after mitigation work is complete (required)		
Enter description (optional)	Up to \$850 per structure (generally 4 to 8 hours).	Number of structures to be assessed: 0 Cost per structure: \$ 0 Total activity cost: \$ 0.00
C. Other proposed costs for Category 9		
Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0

FUNDING REQUEST SUBTOTAL		\$0.00
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10. FireSmart Activities for Residential Areas

Activity & Description	Cost Maximums & Guidance	Calculation and Cost Estimate
A. Residential Assessments & Rebate Program <i>Refer to Appendix 6</i>		
FireSmart Home Ignition Zone Assessments Enter description	<i>Up to \$265 per structure (generally 2 to 3 hours to complete)</i>	Number of structures to be assessed: 0 Cost per structure: \$ 0 Total activity cost: \$ 0.00
Offer local rebate programs Enter description	<i>Max. rebate is \$1,000 per property</i>	Rebates: 0 Coordination: 0 Total activity cost: \$ 0.00
B. FireSmart Canada Neighbourhood Recognition. <i>Note: the assessment and plan are required to be completed in the same intake. Refer to Appendix 4 for requirements for funding this activity</i>		
Neighbourhood Wildfire Hazard Assessments Enter description	<i>Up to \$430 per neighbourhood (generally 3 - 4 hours to complete)</i> <i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
FireSmart Neighbourhood Plans Enter description	<i>Up to \$1,070 per neighbourhood</i> <i>Provide estimated incremental staff hours and wages and/or contract cost estimate</i>	0
C. FireSmart Home Partners Assessments		
Enter description	<i>Initial assessment - Up to \$265 per structure (generally 2 to 3 hours to complete)</i> <i>Follow-up inspection - Up to \$265 per structure (generally 1 to 2 hours to complete)</i>	Number of structures to be assessed: 0 Cost per structure: \$ 0 Total activity cost: \$ 0.00
D. Provide off-site debris disposal		
<i>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</i> Enter description		Coordination: 0 Venue: 0 Equipment, including transport: 0 Disposal costs: 0 Total activity cost: \$ 0.00
E. Other proposed costs for Category 10		

Eligible staffing costs: Enter description		0
Administrative and travel costs: Enter description		0
Other proposed costs: Enter description		0
FUNDING REQUEST SUBTOTAL		\$0.00

TOTAL FUNDING REQUEST FOR WORKSHEET 1		\$ 168000.00
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Please ensure that the total funding request for FireSmart activities provided here matches the information provided in Question 6 on the Application Form.

Community Resiliency Investment Program

2023 FireSmart Community Funding & Supports

Worksheet 3: Proposed CWRP

This worksheet is only required for applications that include a new CWRP or amendment to an existing CWRP or CWPP.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri@ubcm.ca or (250) 356-2947.

Instructions:

To be eligible for funding, all CWRPs must follow the 2022 CWRP Template and Guidance Document.

In cases where other contributions are included for proposed activities, please clearly distinguish between the requested funding amount and other contributions, including in-kind contributions. Detailed cost estimates may be requested.

New in 2023 - Applicants are required to review Worksheet 3 with the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Mitigation Specialist/Liaison and Section 5 of the worksheet must be completed by the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Mitigation Specialist/Liaison **before** the application is submitted.

Required Cost Estimate: Applicants are required to provide a detailed cost estimate for each proposed activity. Applicants are required to propose costs within the cost maximums that reflect local, reasonable estimates. However, with mitigating circumstances (e.g. remote community), applicants can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Required Cost Calculation: In addition to the cost estimate, applicants are required to provide a cost calculation for each proposed activity, using the following:

- Incremental staff and administrative costs: total number of hours x hourly wage. Incremental applicant staff and administration costs must be included as part of detailed cost estimate and calculation for each proposed activity.
- Consultant/contractor costs: total number of hours x hourly rate.

Worksheet 3: New CWRP or Amended CWRP or CWPP

SECTION 1: Applicant Information	CRI- (for administrative use only)
Name of Local Government or First Nation: City of Vernon	Name of Project: City of Vernon 2023 FireSmart Program

SECTION 2: General Project Information
<p>1. Type of Plan. Please select one of the following</p> <p><input checked="" type="checkbox"/> New CWRP (must be in accordance with 2022 template and guidance document)</p> <p><input type="checkbox"/> Amended CWRP. Date of existing CWRP:</p> <p><input type="checkbox"/> Amended CWPP (must be less than 5 years old). Date of existing CWPP:</p>
<p>2. Area of Interest (AOI). For the purpose of funding, the AOI for a CWRP is all the area that lies within the municipal boundary, regional district boundary, or boundary of First Nations land. For regional districts this could be the boundary of an electoral area that encompasses multiple communities. Refer to the CWRP template and guidance document for more information.</p> <p>Describe the proposed AOI:</p> <p><i>A PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI is required to be submitted with Worksheet 3</i></p>
<p>3. Eligible Wildland Urban Interface (WUI). For the purpose of funding, the eligible WUI is defined as a maximum of one kilometer from the structure density class greater than 6. Risk assessment activities are limited to the eligible WUI; local government land and First Nations land within WUI must be assessed but risk assessment on Crown land within WUI is voluntary (but eligible for funding). In addition, risk assessment activities for Private Managed Forest Land (PMFL) are eligible for funding if located within the eligible WUI and only with the consent of the PMFL owner.</p> <p>Provide the hectares of WUI within the AOI:</p> <p><i>Note that the calculation of WUI has changed from SWPI to CRI funding. For all CWPP Updates, the new definition of WUI must be followed.</i></p> <p><i>A PDF map <u>and</u> Google Earth compatible KML file, at appropriate scale, outlining the area of interest and eligible WUI is required to be submitted with Worksheet 3</i></p>

SECTION 3: New CWRP. Up to \$32,000 depending on AOI/WUI. Refer to the CWRP template and guidance document.	
4. Cost Estimate & Calculations	
	Cost Estimate & Calculation
Planning Process:	\$ Calculation:
FireSmart Disciplines:	\$

	Calculation:
Wildfire Risk Assessment (eligible WUI only):	\$ Calculation:
Fuel Mgmt. TU Identification (eligible WUI only):	\$ Calculation:
Template Development (including maps and spatial data):	\$ Calculation:
Funding Request Sub-total	\$ 32,000.00

SECTION 4: Amended CWRP/CWPP. Up to \$16,000 depending on AOI/WUI. Refer to the CWRP template and guidance document

5. Cost Estimate & Calculations

Rationale for amendment:	\$ Calculation:
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SECTION 5: Review with Fire Centre and/or First Nations Emergency Services Society

*This section must be completed by the BCWS Wildfire Prevention Officer/Prevention Specialist and/or FNESS Fuel Management Specialist **before** the application is submitted. In order for the application to be considered for funding, all questions must be answered 'Yes'.*

The AOI meets the CWRP guidance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Comments:
The WUI meets the CWRP guidance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Comments:
For planning on Provincial Crown land, the project aligns with Land Manager priorities	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Comments:
Are the proposed costs within the funding maximums? If not, is the rationale for higher costs acceptable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Comments:
Comments:			
Completed by (BCWS or FNESS):			
Date:			

SECTION 6: Total Funding Request for CWRPs:

Subtotals from Question 4 and Question 5	\$
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