

2020 Community Resiliency Investment (CRI) FireSmart Community Funding & Supports Program Post Grant Approval Meeting Form & Checklist

SECTION 1: APPLICANT INFORMATION	
Date: April 22, 2020	CRI #: 255
Applicant: City of Prince George	Contact Person: Claire Watkins & Barb Oke
BCWS WPO or FNESS FMS/L: Andrea Rainey, Prince George Fire Centre	
Notes: Page references are to the 2020 CRI Program and Application Guide	

SECTION 2: FUNDING CONDITIONS & PAYMENTS		
Checklist Items	Refer to:	Comments
<p>General Grant Conditions</p> <p><input checked="" type="checkbox"/> Non transferable</p> <p><input checked="" type="checkbox"/> Budget approved as part of application</p> <p><input checked="" type="checkbox"/> All expenditures must meet eligibility requirements</p> <p><input checked="" type="checkbox"/> Project completion timelines</p> <p><input type="checkbox"/> Regional projects – primary & secondary applicants</p>	<ul style="list-style-type: none"> • CRI program guide • Application/approval agreement • Terms & Conditions • UBCM Program Officer 	<p>Grant conditions are outlined in the 2020 Program & Application Guide, and in your Approval Agreement</p> <p>Grant funds are not transferable to other projects (Page 9)</p> <p>Project expenditures must align with approved budget as outlined in Worksheet 2</p> <p>Project completion deadline is January 31st, 2022</p>
<p>Payments</p> <p><input checked="" type="checkbox"/> All grant payments are made after project is complete and reporting requirements have been met</p> <p><input checked="" type="checkbox"/> Progress payments are available</p>		<p>Page 8</p> <p>Final reporting due to UBCM by March 2nd, 2022</p>
Notes:		

SECTION 3: APPROVED ACTIVITIES		
Checklist Items	Refer to:	Comments
<input type="checkbox"/> Education <ul style="list-style-type: none"> Should utilize available FireSmart resources 	FireSmart BC website	N/A
<input type="checkbox"/> Planning CWPPs <ul style="list-style-type: none"> 2018 CWPP template is mandatory Best practice: have WPO review draft Local Planning <ul style="list-style-type: none"> FireSmart Forms are mandatory 	UBCM website FireSmart Home Assessment and Wildfire Hazard Assessment forms	N/A
<input type="checkbox"/> Development Considerations	FireSmart Home Owner Manual FireSmart Canada Guide to Landscaping	N/A
<input type="checkbox"/> Interagency Cooperation	Regional FireSmart Committee Guidance document	N/A
<input type="checkbox"/> Emergency Planning	Refer to BCWS/OFC for info on SPU program	N/A
<input type="checkbox"/> Cross Training <ul style="list-style-type: none"> Only courses approved in application 	Refer to FireSmart BC website for FireSmart 101 & LFR courses	N/A
<input type="checkbox"/> FireSmart Demo Projects <ul style="list-style-type: none"> Assessment was required to be completed before application If doing assessments now, can apply for demo projects in next intake 	FireSmart Canada Guide to Landscaping	N/A
<input type="checkbox"/> FireSmart Activities for Residential Areas <ul style="list-style-type: none"> Rebate program: Refer to Appendix 2 	FireSmart Home Assessment and Wildfire Hazard Assessment forms	N/A
<input checked="" type="checkbox"/> Fuel and Vegetation Management <i>Prescriptions</i> <ul style="list-style-type: none"> Fuel Management Prescriptions must be consistent with minimum requirements - BCWS Fuel Management Guidance Documents <i>Burns Plans</i> <ul style="list-style-type: none"> Burn Plan Template is mandatory 	Tools for Fuel Management Website Prescription Guidance & Prescription Specimen Planning a Prescribed Burn	See comments Section 6 (below) and Page 3 of Guide

<ul style="list-style-type: none"> • Ensure applicant understands timelines for approvals <p><i>Treatments</i></p> <ul style="list-style-type: none"> • Review FM bullets in Section 4 of program guide with applicant • RESULTS 		
<p><i>Phased Projects (Prescriptions and Operational Treatment of same units)</i></p> <p>Completed Prescriptions must be reviewed and supported by a BCWS WPO or FNESS FML/S, and the interim reporting requirements identified in Appendix 3 of the program guide must be met, prior to initiation of the treatment.</p>		N/A

SECTION 4: APPLICANT RESPONSIBILITIES		
Checklist Items	Refer to:	Comments
<input checked="" type="checkbox"/> Changes to Funded Projects <ul style="list-style-type: none"> • Review 'Changes to Approved Projects' in Section 9 of program guide 	<ul style="list-style-type: none"> • CRI program guide • Application/approval agreement • Terms & Conditions • UBCM Program Officer 	Discuss any potential variation to area, activity or cost with WPO*
<input checked="" type="checkbox"/> Extension Requests <ul style="list-style-type: none"> • Review 'Extensions to Project End Date' in Section 9 of program guide 		If an extension is forecasted, discuss with WPO*
<input checked="" type="checkbox"/> Consultants and Contractors <ul style="list-style-type: none"> • Contracting options • Contractor qualifications • Contract requirements • Payments to contractors • Authorizations on Private Land • WCB Coverage 		Project must comply with endorsed prescription, and completion is to be supervised/monitored by a qualified forest professional with an understanding of fire behaviour that can confirm fuel management outcomes have been met
<p>Notes: *Or designate, in the event that the Prince George Fire Centre Wildfire Prevention Officer is unavailable.</p>		

SECTION 5: REPORTING REQUIREMENTS		
Checklist Items	Refer to:	Comments

<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Final Report <ul style="list-style-type: none"> • Required signatures • Refer to Section 10 in program guide • Refer to Appendix 3 & 4 for final report requirements for fuel management • Administrative, technical and spatial data reviews • Aim for 90-day review time (from date of complete final report) <input checked="" type="checkbox"/> Revenue Generation <ul style="list-style-type: none"> • All revenue must be declared • May reduce eligible grant amount <input checked="" type="checkbox"/> Other Grant Funding <ul style="list-style-type: none"> • Eligible portions of all other grant funding must be declared • May reduce eligible grant amount 	<ul style="list-style-type: none"> • CRI program guide • Application/approval agreement • Terms & Conditions • UBCM Program Officer 	<p>Page 9 for general final report requirements</p> <p>Pages 15-16 for requirements specific to treatments (*See Notes below)</p> <p>Approved budget accounted for revenue generation / any revenue including the sale of merchantable timber, chips, and hog fuel must be declared</p> <p>No other grant funding is expected to be applied to this project</p>
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Notes:

- 1) Post-treatment wildfire threat assessments to be completed using 2017 Wildfire Threat Assessment Worksheets to ensure consistency with ratings outlined in the prescriptions
- 2) Maps and spatial data as identified in Appendix 4
- 3) Pidherny treatment to be entered into RESULTS

SECTION 6: ADDITIONAL COMMENTS

SECTION 3: FUEL AND VEGETATIONS MANGEMENT COMMENTS:

Funding approved for fuel management treatment of 49.7 ha Provincial Crown land (Pidherny), 14.6 ha Municipal land (Malaspina), and 17.1 ha Municipal land (Broddy).

All treatments are to adhere to specifications and outcomes outlined in prescriptions prepared by Diamond Head consultants.

Activities must ensure compliance with applicable Federal, Provincial, and local authority legislation and regulations, and be eligible for required approvals, authorizations, and/or permits.

Pidherny project (on Provincial Crown land) must meet Forest Enhancement Society of BC contract tendering requirements.

Any resource value assessments must be developed and signed/sealed by a qualified professional.

Treatment activities to be supervised by a qualified forest professional to ensure alignment with endorsed prescriptions.

Post grant approval meeting held virtually via Zoom on April 22nd, 2020, with the following people in attendance:

Andrea Rainey (Wildfire Prevention Officer, Prince George Fire Centre)



Claire Watkins (Environmental Technician, City of Prince George)

Barb Oke (Manager, Environmental Services, City of Prince George)

Gina LayteListon (Director of Public Works, City of Prince George)

Dave Dyer (General Manager of Infrastructure & Public Works, City of Prince George)

SECTION 7: SIGNATURES

Approving Signature (BCWS/ FNESS)	Approving Signature (Local Government / First Nations Representative)
Andrea Rainey, RFT	DAVID DYER, P.ENG.
Print Name	Print Name
	
Sign Name	Sign Name
April 22, 2020	2020 APR 22
Date	Date

Please sign and scan/email or mail the completed checklist to UBCM

E-mail: cri-swpi@ubcm.ca

Mail: 525 Government Street, Victoria, BC V8V 0A8