

JIBC Community Public Safety Award

Supported by BC Hydro

How to Apply

Step 1: Confirm Eligibility

Applicants must be a municipality, regional district or First Nations community in British Columbia who is in need of Incident Command System (ICS) or Emergency Operations Centre (EOC) training for their staff or volunteers. Applicants must be a legal entity; unincorporated communities/electoral areas must apply through their Regional District.

Step 2: Identify Training Needs

Review your community's emergency management training needs and determine which locally hosted course will best meet your needs. The following course options are available:

- EMRG 1220 – ICS Level 200 (2 day course)
- EMRG 1230 – ICS Level 300 (2 day course)
- EMRG 1240 – ICS Level 400 (3 day course)
- EMRG 1320 – EOC Essentials (2 day course)

For course description and information go to www.jibc.ca/EMcourses.

Step 3: Secure Additional Funding (as required)

Awarded funds must be used within six months. Awards are up to a maximum of \$2,000 towards the cost of hosting a course in your community. If the total cost for training exceeds the amount of the award, additional funds will need to be secured from other sources and is the responsibility of the community. Applicants will need to identify additional costs that their community will incur above and beyond JIBC course costs and fees and local personnel/salary costs to conduct the proposed training.

To enquire about or to obtain a quote to host one of the above courses, please contact the JIBC Emergency Management Division at 604.528.5590 or emergency@jibc.ca.

Step 4: Complete the Application Form

When completing the application form below, please ensure that the following information is provided:

- The name of your community
- Primary contact information
- Demographic information regarding your community (type and size)
- The preferred course(s)
- A description of additional costs incurred to conduct training
- A description of how the award will enhance safety in your community
- Acceptance of the terms and conditions
- CAO / City or Town Manager / First Nation Leader endorsement

Step 5: Submit the Application Form

Carefully review your application, ensure that you have provided all information requested and confirm the required endorsement/approval and submit prior to the posted deadline. Forward completed applications to emergency@jibc.ca

Failure to complete all sections of the application form may result in disqualification of your submission. Any misrepresentation could result in ineligibility to be considered for future awards and/or forfeit of any outstanding awards.

DEADLINE: August 15, 2017

Step 6: Approval of Award

Applications are evaluated by a selection committee with funding awarded through a merit-based review process. Applicants will be notified of the outcome of their application 2 weeks after the deadline. This notification will include information on how funds are disbursed. Successful applicants will have six months to use the funding granted (***Funds must be used by February 28, 2018**)

Upon request of the applicant, applications not receiving an award may be carried forward to the next award period. This can occur only once, at which time the community/applicant may re-submit their application for a subsequent award period.

Questions:

For information on training courses please contact:

Bettina Falloon, Program Manager

bfalloon@jibc.ca

604.528.5563

Emergency Management Division

emergency@jibc.ca

604.528.5590

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Application Form

APPLICANT INFORMATION

NAME OF COMMUNITY: _____

AGENCY/DEPARTMENT: _____

PRIMARY CONTACT: _____ **Title:** _____

MAILING ADDRESS:

Street _____	Telephone _____
Street 2 _____	Fax _____
City/Town _____	E-mail _____
Postal Code _____	

<p>How would you describe your community?</p> <p><input type="checkbox"/> Regional District</p> <p><input type="checkbox"/> City/Township/Village</p> <p><input type="checkbox"/> First Nations Community</p> <p><input type="checkbox"/> Other _____</p>	<p>What is your community's size?</p> <p><input type="checkbox"/> Less than 10,000 residents</p> <p><input type="checkbox"/> 10,000 - 30,000 residents</p> <p><input type="checkbox"/> 30,000 - 60,000 residents</p> <p><input type="checkbox"/> 60,000+ residents</p>
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REQUESTED TRAINING

Please identify which locally hosted course(s) are being requested. Hosted course can accommodate up to a maximum of 24 students.

<p><u>EMRG 1220</u> <u>Incident Command System</u> <u>Level 200</u></p> <p>Seats _____</p>	<p><u>EMRG 1230</u> <u>Incident Command System</u> <u>Level 300</u></p> <p>Seats _____</p>	<p><u>EMRG 1240</u> <u>Incident Command System</u> <u>Level 400</u></p> <p>Seats _____</p>	<p><u>EMRG 1320</u> <u>Emergency Operations</u> <u>Centre Essentials</u></p> <p>Seats _____</p>
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FINANCIAL INFORMATION

Awards of up to \$2,000 are available to offset the cost of a JIBC locally hosted course and service fees. **Will your community incur additional expenses, excluding salary, to participate in this training? If so, please describe.**

RATIONALE

Please describe how this award can enhance safety, emergency preparedness or response in your community.

TERMS AND CONDITIONS

By signing below, I confirm that I have read and agree to the terms and conditions outlined on page 5.

ENDORSEMENT

PRIMARY CONTACT:

CAO / CITY MANAGER / FIRST NATION LEADER:

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

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Terms and Conditions

The following terms and conditions apply to the management and administration of the award:

1. Only communities/organizations in British Columbia are eligible to apply.
2. Communities must be a legal entity; unincorporated communities/electoral areas must apply through their Regional District.
3. The community's Chief Administrative Officer (CAO), City/Town Manager or First Nation Leader must endorse/sign the application.
4. Participants must complete, at their cost, course pre-requisites unless specifically funded through the award.
5. Awards for locally hosted courses will be deducted from the community/organization's final invoice, upon completion of the training.
6. Communities being awarded funds for locally hosted courses must provide a suitable training location including required presentation equipment.
7. Funds will only be awarded towards the cost of a locally hosted course. No compensation will be provided for personnel/salary costs, travel and accommodation costs or related expenses incurred by the community/organization.
8. Upon request of the applicant, applications not receiving an award may be carried forward to the next award period. This can occur only once, at which time the community/applicant may re-submit their application for a subsequent award period.