

APPLICATION GUIDELINES

ALBERTA COMMUNITY
RESILIENCE PROGRAM



Application Guidelines: Alberta Community Resilience Program
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Contents



3	1. PROGRAM DELIVERY
3	1.1 GUIDING PRINCIPLES
4	1.2 PREFERRED PROJECT OUTCOMES
6	2. PROGRAM ELIGIBILITY
6	2.1 ELIGIBLE APPLICANTS
6	2.1.1 Partnerships and Community Support
6	2.2 ELIGIBLE PROJECTS
7	2.3 INELIGIBLE PROJECTS
8	2.3.1 Conditions for Project Recommendation
8	2.3.2 Eligible and Ineligible Project Costs
10	3. APPLICATION REQUIREMENTS AND APPLYING FOR FUNDING
10	3.1 GRANT PROCESS
10	3.1.1 Application Form
10	3.1.2 Community Resilience and Mitigation Assessment
11	3.1.3 Preliminary Engineering
11	3.1.4 Cost-Benefit Assessment
12	3.1.5 Grant Selection
12	3.1.6 Regulatory Authorizations
13	3.1.7 Applying for Funding



1



PROGRAM DELIVERY

The Alberta Community Resilience Program is a multi-year provincial grant program supporting the development of long-term resilience to flood and drought events. The delivery of this program is guided by three principles: Respecting our Rivers; Community-driven Solutions; and Collaboration.

1.1 GUIDING PRINCIPLES

Recognizing the need to support “resilient communities” through adaptability, innovation, shared accountability, and the desire to maintain healthy, functioning watersheds, the Alberta Community Resilience Program (ACRP) will be guided by the following principles:

- **Integrate “Respecting our Rivers” Principles into Actionable Design**
Resilient communities encourage multi-functional mitigation measures that allow the river to flood safely, while improving the resilience and retention quality of the surrounding areas.
- **Encourage Community-driven Solutions**
Resilient communities participate in, investigate, and champion mitigation measures to protect infrastructure and people from the impacts of flood and drought.
- **Promote Collaboration through Shared Outcomes**
Resilient communities recognize the inter-dependencies that exists with their upstream and downstream neighbours, and incorporate the principles of “No Adverse Impacts” into their mitigation strategies.

1.2 PREFERRED PROJECT OUTCOMES

The Alberta Community Resilience Program will support projects that have clear and demonstrable benefits to a community's level of resilience. The program will focus on mitigation efforts that promote one or more of the following outcomes:

- **Mitigation to Protect Critical Facilities**

Projects that help ensure critical services are resilient and access and egress routes are maintained.

- **Ecosystem & Waterway Restoration**

Projects that ensure obstructive work is not built in the floodway, and that berms/dykes are built with appropriate setbacks and buffers.

Projects that use materials and techniques which provide additional benefit to the aquatic environment, like bioengineering, low impact development, green infrastructure and/or other non-structural options.

- **Sustainable Stormwater Management**

Projects that preserve or restore the landscapes natural ability to attenuate and store flood/storm flows.

- **Acquisition and Relocation**

Projects that remove chronically at-risk or repetitive loss infrastructure from hazard areas, including property buy-outs, or relocation of critical infrastructure.

Bioengineering is an engineering technique that primarily utilizes natural materials (vegetation cuttings, soil layering, use of pioneer species, etc.) to encourage ecosystem restoration. The advice of an engineer, Qualified Aquatic Environmental Specialist (QAES), or Qualified Wetland Science Practitioner (QWSP) will be helpful to plan and design your proposed project(s).

Healthy wetlands and riparian areas are critical to the ecological function of our watersheds. The Alberta Community Resilience Program is aligned with Alberta's new Wetland Policy in its project evaluation.



2

PROGRAM ELIGIBILITY

2.1 ELIGIBLE APPLICANTS

Eligible applicants are rural and urban municipalities, First Nations, Metis Settlements, Improvement Districts, and Special Areas.

2.1.1 PARTNERSHIPS AND COMMUNITY SUPPORT

- Partnering with other eligible applicants who share common objectives is strongly encouraged. Applications with multiple partners must be championed by a single applicant, with other partners clearly identified.
- Third-party agreements for cost-sharing, access to other project requirements are the responsibility of the applicant and their partners.
- Applicants are also encouraged to notify any potentially affected parties of their application for a specified project especially if consent is required to proceed with construction.

2.2 ELIGIBLE PROJECTS

Eligible projects under the Alberta Community Resilience Program include, but are not limited to the following:

- Structural measures such as berms, dykes, flood walls, bank protection and stabilization works, retention ponds and diversion structures to protect critical infrastructure and ensure public safety;
- Purchase of property where mitigation is inappropriate, or not economically or technically feasible;
- Purchase of property for the purposes of access and/or construction of a project;
- Flood proofing/relocation of critical infrastructure (water, wastewater, stormwater works, and infrastructure to access those services)

- For example, access roads and transportation corridors;
- Bio-retention infrastructure designed to increase flood attenuation and reduce the impacts of drought
 - For example, incorporating new stormwater management facilities, low impact development and/or projects that incorporate wetland features.

2.3 INELIGIBLE PROJECTS

Ineligible projects under the Alberta Community Resilience Program include, but are not limited to:

- Projects that are considered standard or required upgrades to municipal infrastructure, examples may include:
 - Construction of new infrastructure and upgrades that are required as a result of growth and development;
 - Projects that are associated with ongoing infrastructure maintenance, or end-of-life replacement; and
 - Projects necessary in order to meet compliance standards.
- Projects to protect land for the purposes of future development.
- Investigative, planning, modelling, or other studies.
- Large scale water diversion projects (such as water storage reservoirs etc.).
- Projects for the purpose of enhancing or protecting assets held by for-profit organizations, or provincial and federal government departments.
- Acquisition of water licence transfers.
- Individual property mitigation.
- Projects that are inconsistent with provincial policy direction, examples may include:
 - Obstructive development in floodways;
 - Protection of properties where buy-outs were offered, but not accepted through the Disaster Recovery Program, or the Floodway Relocation Program; and
 - Draining natural wetlands.
- Projects that provide protection to recreational, non-critical infrastructure.

2.3.1 CONDITIONS FOR PROJECT RECOMMENDATION

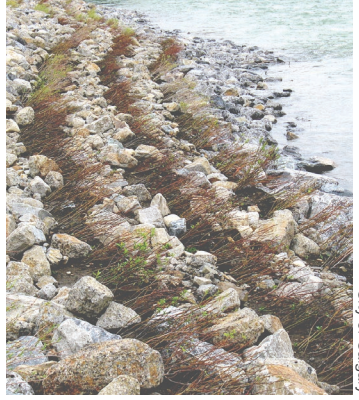
Prior to recommending a project for approval, the Grant Review Committee will consider a number of factors including:

- Funding decisions from the Disaster Recovery Program;
- Cost sharing strategies and agreements on projects with one or more non-eligible partner(s);
- Environmental Impact Assessment to determine project feasibility; and
- Projects that may be beyond the applicant's ability to complete within a reasonable timeframe.

2.3.2 ELIGIBLE AND INELIGIBLE PROJECT COSTS

Not all project-related costs are eligible under the Alberta Community Resilience Program, communities are encouraged evaluate these costs and acknowledge them as part of the application process.

ELIGIBLE PROJECT COSTS <i>Project costs that are eligible under the program include, but are not limited to:</i>	INELIGIBLE PROJECT COSTS <i>Project costs that are ineligible under the program include, but are not limited to:</i>
<ul style="list-style-type: none">▪ Consultation and engineering fees;▪ Contingency costs (up to 20% of project cost);▪ Project construction and materials; and▪ Costs associated with acquisition of provincial or federal regulatory authorizations.	<ul style="list-style-type: none">▪ Cost share requirements for other grants;▪ Fisheries offset compensation owed under the federal Fisheries Act for the approved project;▪ Municipal/community staff time, or other municipal/community-owned assets▪ Landscaping/beautification that is not a functional part of the flood mitigation project (examples include benches, pathways, and other aesthetic enhancements);▪ Legal or other fees associated with regulatory appeals or other legal proceedings.



City of Calgary



Alberta Birds of Prey Foundation



City of Calgary

3

APPLICATION REQUIREMENTS AND APPLYING FOR FUNDING

3.1 GRANT PROCESS

The application deadline is September 30, annually. All application will require the following in order to be considered under the Alberta Community Resilience Program:

- Completed Application Form;
- Community Resilience & Mitigation Assessment (1 per municipality);
- Preliminary Engineering including:
 - Risk Assessment;
 - Options Assessment;
 - Cost-Benefit Assessment; and
- Other information relevant to the proposed project

3.1.1 APPLICATION FORM

- An ACRP Grant Application Form must be completed and submitted with each proposed project.

3.1.2 COMMUNITY RESILIENCE AND MITIGATION ASSESSMENT

- Must be completed once and for the community as a whole; not project specific.
- Reducing vulnerability to flood and drought, and increasing community resilience requires a holistic approach. Communities are encouraged to assess their current hazards, risks, and vulnerabilities on an ongoing basis, which can be used to inform the Community Resilience & Mitigation Assessment.
- The Community Resilience & Mitigation Assessment provides an opportunity to highlight complimentary actions the community has undertaken to increase community resilience in addition to the proposed project.

- This will provide the Grant Review Committee with context on each community's most critical/chronic issues, as they relate to flood and drought. This assessment should consider past events and indicate the community's highest priority projects. With this information the Grant Review Committee will base its recommendations for funding that are representative of the overall priorities of each community.

3.1.3 PRELIMINARY ENGINEERING

A preliminary engineering report must identify the issue that is being addressed and describe the proposed project, including how it supports the community's Resilience and Mitigation Assessment. The report must also speak to the project's economic and technical feasibility, and identify its benefits and impacts.

- A preliminary engineering report should include (but is not limited to) the following:
 - Illustrated representation of preliminary project design;
 - Maps of project area/location;
 - Pictures of the project site;
 - Frequency of event impacting the area;
 - Description of construction method;
 - Assessment of other alternatives considered and rationale for the selected alternative;
 - Risk Assessments;
 - Any anticipated upstream and downstream impacts of the project (include letters of support, if available); and
 - Summary of estimated project costs.

3.1.4 COST-BENEFIT ASSESSMENT

- A cost-benefit assessment is required for every project. The assessment must include an evaluation of the benefits gained by the project (or the consequences suffered in the absence of the project) against the cost of construction.
- An explanation of the method and assumptions used to generate the cost-benefit assessment must be provided.
- A cost-benefit analysis can be presented in a number of ways but should be thorough and supported by evidence where items can be quantified.

- Examples of elements that may be included in a cost-benefit analysis include:
 - Tax assessed value of infrastructure that is to be protected by project;
 - Costs of damages from previous events;
 - Past payments received under the Disaster Recovery Program;
 - Acknowledge any social and cultural factors that are important for consideration;
 - Ongoing maintenance costs associated with the proposed project;
 - The expected lifespan of the proposed project;
 - Level of protection offered;
 - Comparison with alternative options explored (and justification as to why these were not pursued);
 - Annualized cost of expected damages (in a 1:100 event).

3.1.5 GRANT SELECTION

Grant applications are reviewed annually by a Grant Review Committee, following the September 30th application deadline. Decisions on successful grant applications are made by the Minister of Alberta Environment and Parks. Successful grant recipients will receive notification from the Minister. All applicants will receive a letter outlining the status of application from the Program Director.

3.1.6 REGULATORY AUTHORIZATIONS

All regulatory authorizations must be obtained prior to initiating construction of the project. Regulatory approvals and agreements include (but are not limited to) those required by Alberta Environment and Parks, other provincial and federal departments/agencies, utility and resource companies, and other landowners.

3.1.7 APPLYING FOR FUNDING

Applications for funding must be submitted to ESRD.ACRP@gov.ab.ca **on or before 12:00 midnight MST on September 30, annually.**

Applications may be submitted early; however, no recommendations will be made until after the specified submission deadline. Late applications received will be filed and reviewed during the subsequent review period.

Program Coordinators have been assigned to specific operational areas and the communities therein. Please work closely with your Program Coordinator as you develop your grant application. They are a community's primary point of contact and are available to answer questions to guide you through the application process.

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Program Coordinator

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