
Community Emergency Preparedness Fund
Emergency Operations Centres & Training

Phone: 250 387-4470 E-mail: cepf@ubcm.ca

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

2018 APPLICATION FORM

Please complete and return this form by **February 2, 2018**. All questions are required to be answered by typing directly in this form. For detailed instructions regarding application requirements, please refer to the *2018 Emergency Operations Centres & Training Program & Application Guide*.

SECTION 1: APPLICANT INFORMATION

Applicant: Capital Regional District

Date of Application:

Contact Person*: Peter Ensor

Title: Manager, Electoral Area Fire & Emergency Programs

Phone: 250-360-3137

E-mail: pensor@crd.bc.ca

* Contact person must be an authorized representative of the applying local authority or Treaty First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF PROJECT.

Establishment and equipping of level 3 capable Emergency Operations Centre

2. EMERGENCY PLAN. Please describe the extent to which the proposed project will support recommendations or requirements identified in the local Emergency Plan.

The local emergency plan requires the regional district to support the electoral areas and adjoining municipalities in the event of a local or widespread disaster. Current capability does not effectively provide for this level of support.

3. MASS CARE. Please describe the extent to which the proposed project will consider mass care scenarios.

It is envisioned that mass care will be a part of any/all level 3 activations.

4. TRANSFERABILITY. Please describe the extent to which the proposed project will demonstrate transferability to other local governments and/or Treaty First Nations.

We are currently moving towards an agreement with both the City of Victoria and the Victoria

Harbour Authority to provide EOC support to those respective organizations. Working with the Regional Emergency Management Partnership (REMP) with EMBC it is anticipated that upon completion of the CRD EOC upgrades, that region wide or multi-jurisdictional emergency events can be more effectively supported with the EOC acting as a regional support center to municipalities and Electoral areas.

5. PARTNERSHIPS. Please identify any other authorities you will collaborate with on the proposed project and outline how you intend to work together.

City of Victoria - The City currently does not have a post disaster rated structure in which to house their EOC. This enhanced facility will enable them to integrate into a regional facility enhancing the regions ability to respond to a disaster in a collaborative and efficient manner if required.

Greater Victoria Harbour Authority (GVHA) - The GVHA does not currently have any facility available to them to support them during any Cruise Ship or Port emergency.

The CRD has a region wide responsibility per our Bylaws and the Emergency Program Act to provide emergency systems support to all 13 member municipalities and the 3 electoral areas.

How will a collaborative approach leverage efficiencies and be a cost effective approach to maintaining or improving EOC operations.

By approaching the development of our EOC from a collaborative perspective many other organizations can provide the requisite support to their constituents during time of need. Coupling their human resources with those of the CRD will allow for continuous and integrated operations, aligned to meet the needs of the region during large scale events.

6. PROPOSED ACTIVITIES. What specific activities will be undertaken as part of the proposed project. Please refer to Section 4 of the Program & Application Guide. *A detailed list of equipment purchases is required in your budget.*

Charging Cart	2,500
EOC Printer / Scanner	1,000
(6) Dedicated Laptop Computers	12,000
(6) Dedicated Cell Phones	6,000
Emergency Food Supplies	3,500

7. CAPACITY BUILDING. Describe how the proposed project will increase emergency response capacity in your community.

The CRD is in the midst of some aggressive staff training to ensure we have the capacity to provide continuous EOC support to our various communities. We now need to equip our EOC such that we may undertake exercises that build on and reinforce the training. Further this will allow us to provide the City of Victoria and the Harbour Authority with capacity to enhance those agencies ability to respond during extended events in a collaborative fashion.

8. EVALUATION. How will the project be evaluated?

As we progress through our exercise regime we expect gaps and areas for improvement will be identified to allow mitigation leading to increased regional preparedness.

SECTION 3: REQUIRED APPLICATION MATERIALS

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- ☒ Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for the proposed project. Include a breakdown of desired equipment to be purchased, work activities, training activities, and other considerations or comments. The budget must also clearly identify the Community Emergency Preparedness Fund funding request, applicant contribution, and/or other grant funding.

SECTION 4: SIGNATURE (To be signed by Local Government or First Nation Applicant)

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

Name:

Title:

Signature:

Date:

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

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