

## B.C SMART COMMUNITIES PILOT

# FREQUENTLY ASKED QUESTIONS (FAQ)

## Eligibility

### **Q. Can a First Nations Community do a joint application with a local municipal government?**

A. First Nations communities can do a joint application with a local government, as long as the total population remains under 30,000.

### **Q. What is an ‘identifiable community’?**

A. Municipalities, local or regional governments established by or under provincial statute.

Indigenous communities including First Nations, Inuit, and Metis communities (such as First Nation band and Tribal Councils, and communities under Self-Government Agreement, Comprehensive Land Claim Agreement or the Metis nation).

### **Q. What is the maximum number of communities that can group together to submit an application?**

A. There is no maximum number of communities that can group together to submit a joint-application; however, the total population must remain under 30,000.

### **Q. Can individuals, academic institutions, private sector companies or entities such as transport authorities or public utilities apply?**

A. No, the Smart Communities Pilot Project is explicitly for local governments.

### **Q. Can a borough of a municipality apply?**

A. The local government must be the lead.

### **Q. Can I apply to both the Smart Cities and Smart Communities challenges simultaneously?**

A. Yes, we encourage communities to apply to both the Federal Government’s Smart Cities Challenge and BC’s Smart Communities Pilot Project.

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# Application Process

### **Q. What are the expectations of public engagement for this project?**

A. It is expected that applicants have a good sense of community readiness and needs. Ideally, a local government has had the opportunity to engage the community prior to, or during the application process.

### **Q. How detailed should the application be?**

A. The application notes the criteria and maximum word count in answering all questions.

### **Q. Can someone from the Ministry attend our meetings dedicated to putting the application together?**

A. Ministry representatives are available to answer general questions, but cannot provide in-depth application support.

### **Q. Who in the community is responsible for putting together and submitting the application?**

A. The community can determine a local champion. The lead applicant should be a senior local government employee. It is recommended that they have a thorough understanding of “Smart Cities,” and have experience in project management in order to be able to lead the implementation of a one-year project with a technology partner.

### **Q. Can a community be involved in more than one application?**

A. A local government can be involved in only one application but if there is a community of citizens that are part of more than one that should be fine i.e. a cycling NGO.

### **Q. How long will it take for applicants to hear whether they were successful?**

A. Applicants will be notified by the end of summer 2018.

### **Q. If I am a successful applicant, can I use the money towards a feasibility study?**

A. No, the money is intended for a formalized project.

### **Q. What happens if an applicant does not win?**

A. Applicants are welcome to request feedback on unsuccessful applications as well as reapply for future funding opportunities.

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### **Q. Who is on the application review panel?**

A. The application review panel includes subject matter experts and provincial government staff members.

## Contact Information

### **Q. How do I get in touch with the Smart Communities Pilot Project team?**

A. You may email [smart.communities@gov.bc.ca](mailto:smart.communities@gov.bc.ca)

## Finances

### **Q. Who is responsible for managing the funding?**

A. The project management team identified in the application.

### **Q. When must I have my 20% for the project?**

A. You must have your in-cash and in-kind funding identified at the time of application and in place by the start of the project (September 2018).

### **Q. What if my project goes over budget?**

A. The pilot community is responsible for the project budget. The Ministry may help identify additional sources of funding, but is not responsible for providing additional funds.

## Tech Partners

### **Q. Will the Ministry provide a list of technology providers for potential solutions?**

A. The Ministry can provide a list of possible technology partners but it is up to the applicant to adhere to proper procurement procedures as they go through the process.

### **Q. What are the procurement rules?**

A. The rules, regulations, procedures, and legislation normally applicable to your community will apply.

### **Q. What if I can't find a BC-based technology company for my project? Am I allowed to partner with a non-BC company?**

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A. Yes.

### **Q. How can communities connect with technology partners?**

A. Communities must follow municipal procurement standards. Technology partners may be identified through regional accelerators, formal and informal networks.

### **Q. Do I need to identify all technology partners in my application?**

A. Yes, if known. Identifying partners will improve your chances of being selected.

## Project Evaluation

### **Q. Will there be an evaluation process if I am a successful candidate?**

A. Successful applicants will be required to report back to the Ministry at midterm and end-of-term. The Ministry will also conduct informal check-ins, and applicants are expected to respond. The Ministry will also solicit feedback from successful applicants to help with future program planning once the pilot has concluded.

### **Q. What if my project fails to meet the one-year deadline?**

A. Funding will be provided at the commencement of the project. However, please note that 10% of funding will be withheld until the pilot end date.

### **Q. What if my project falls apart mid-way? Are there any repercussions?**

A. If a successful applicant is having difficulties implementing their project, it is strongly recommended that they connect with the Ministry, which may be able to assist. It should also be noted that funding will be withheld until the end of the pilot project.