

New Building Canada Fund – Small Communities Fund (NBCF-SCF)

Frequently Asked Questions

Q. What is the New Building Canada Fund – Small Communities Fund?

A. Canada and British Columbia are investing up to \$218 million under the New Building Canada Fund – Small Communities Fund program to support local infrastructure projects in communities with a population of less than 100,000 people. The federal and provincial governments will each be contributing approximately \$109 million of the total program funds with the remainder of funds coming from the funding recipients.

Q. When can we submit an application?

A. Applications for the first intake will be accepted from October 22, 2014 to February 18, 2015. Up to 50% of the program funds will be allocated for this intake. Remaining funds will be allocated through future intakes.

Q. What is the process for submitting an application to the New Building Canada Fund – Small Communities Fund?

A. Applicants must complete the [application form](#) and submit online.

For the following project categories - *Brownfield Redevelopment, Connectivity and Broadband, Disaster Mitigation Infrastructure, Highways and Major Roads, Innovation, Local and Regional Airports; Public Transit, Shortline Rail, Short Sea Shipping* – supporting documentation can be emailed or delivered to:

Ministry of Transportation and Infrastructure
PO Box 9850 Stn Prov Govt
5C - 940 Blanshard St.
Victoria, BC V8W 9T5
Phone: 250-952-0675
Email: infrastructure@gov.bc.ca

For the following project categories - *Drinking Water, Green Energy, Solid Waste Management, Wastewater* - supporting documentation can be emailed or delivered to:

Ministry of Community, Sport and Cultural Development
PO Box 9838 Stn Prov Govt
4th Floor 800 Johnson St.
Victoria, BC V8W 9T1
Phone: 250-387-4060
Email: infra@gov.bc.ca

Before submitting an application, please refer to the [Small Communities Fund Program Guide](#), which provides additional information that will help in the preparation of an application.

Q. How many applications can we submit during the first intake?

A. Eligible applicants may submit **one** application during the first intake.

Regional districts may submit **one** application for each community* in their area.

**A community is defined as a settlement area within a regional district electoral area or an established or proposed service area.*

Q. Who is eligible to apply to the New Building Canada Fund – Small Communities Fund?

A. The following are eligible applicants for the purposes of the NBCF-SCF:

- A municipal or regional government established by or under British Columbia legislation;
- A provincial entity or public sector body (e.g., a department, corporation or agency) that provides municipal-type infrastructure services to communities, established under British Columbia legislation;
- A band council within the meaning of section 2 of the *Indian Act*; or a government or authority established pursuant to a Self-Government Agreement or a Comprehensive Land Claim Agreement between Her Majesty the Queen in right of Canada and an Aboriginal people of Canada, that has been approved, given effect and declared valid by federal legislation.
- A private sector body, including for-profit organizations and not-for-profit organizations, whose application is supported by a municipal or regional government referred to above by way of a resolution from the municipal council or regional government board.

Q. What category of projects can we apply for?

A. Eligible project categories are:

- Brownfield Redevelopment
- Connectivity and Broadband
- Disaster Mitigation Infrastructure
- Drinking Water
- Green Energy
- Highways and Major Roads
- Innovation
- Local and Regional Airports
- Public Transit
- Short Sea Shipping
- Shortline Rail
- Solid Waste Management
- Wastewater

Q. What is an eligible infrastructure project?

A. Eligible infrastructure projects are: projects that are “publicly or privately owned tangible assets in British Columbia primarily for public use or benefit”. To be eligible for funding, a project must:

- a) demonstrate that it will be able to operate and maintain the resulting infrastructure over the long term;
- b) fall within one of the applicable project categories (see 3.3 of the SCF Program Guide), be consistent with the objectives of the category and directly related to one of its subcategories (see Appendix A of the SCF Program Guide), meet one or more of the project outcomes of the category and meet the specific project criteria of the category;
- c) be for the acquisition, construction, renewal, rehabilitation or material enhancement of infrastructure, excluding normal maintenance or operation;
- d) be supported by:
 - a project justification/business case (see Appendix B - Program Guide) for project categories: Brownfield Redevelopment, Connectivity and Broadband, Disaster Mitigation Infrastructure, Highways and Major Roads, Innovation, Local and Regional Airports; Public Transit, Short Sea Shipping, and Shortline Rail; or
 - a project specific supplementary form for project categories: Drinking Water, Green Energy, Solid Waste Management, and Wastewater;
- e) the application and supporting documents should be comprehensive, credible, and feasible;
- f) stipulate a construction completion date of no later than March 31, 2023;
- g) be implemented in communities served by Local Governments with a population of less than 100,000 people, as set out in the Statistics Canada Final 2011 Census;
- h) be duly authorized or endorsed by, as applicable:
 - in the case of a local government applicant, a resolution of its council/board; or
 - in the case of a private sector body, including for-profit and not-for-profit organizations, a resolution of its board of directors and a resolution of the local government where the proposed project is to be located;
- i) meet all the program criteria identified in the SCF Program Guide;
- j) contributions to for-profit, private sector bodies through the NBCF-SCF will be considered only when these projects will be for public use or benefit. In these cases, applicants will be required to demonstrate the broader public benefits of the project;
- k) First Nations projects, located partially or entirely on reserve, that are aligned with the parameters of the program are eligible if they can demonstrate benefits extending beyond the reserve community, in addition to meeting the above conditions (a-i).

Q. What is the funding formula?

A. The maximum federal or provincial contribution from all sources will be up to one-third (33.3%) of the total eligible costs of a project, with the following exceptions:

For all projects that are delivered as public-private partnerships or where the applicant is from the for-profit private sector, the maximum federal or provincial contribution from all sources will be twenty-five percent (25%) of the total eligible costs.

For all traditionally-procured projects in the Highways and Major Roads category where the asset is provincially-owned, and those in the Public Transit category, the maximum federal or provincial contribution from all sources will be fifty percent (50%) of the total eligible costs.

Where applicants plan to use or have applied for funds from other federal or provincial programs, the source of these funds must be indicated on the application form. The disclosure of other funding sources must be provided by the successful recipient up to the completion of the project.

For projects advanced by a First Nation applicant, with regard to financial support that the First Nation receives from Aboriginal Affairs and Northern Development Canada (AANDC), only funding received from the First Nations Infrastructure Fund (FNIF) would be counted towards the federal stacking limits for NBCF-SCF. All other sources of funds the First Nation receives from AANDC would not count towards the stacking limits.

The Provincial contribution will be equal to the federal contribution.

Q. Is there a maximum award for projects?

A. There is no maximum award; however the program is intended to help small communities throughout the province. It is anticipated that there will be significant demand for limited funds.

Q. When will funding decisions be announced?

A. It is anticipated that funding announcements will be made in the fall 2015.

Q. Our project has been approved – can we now start construction?

A. No. Prior to starting construction, you must sign a contribution agreement with the Province. All approvals awarded are conditional. The contribution agreement will outline the terms and conditions attached to the financial contribution.

Q. There are changes or variations to our original, approved project. Do we have to notify the Province?

A. Yes. The proponents need to advise the lead provincial Ministry, in writing, of any variation from the approved project (e.g. changes to cash flow, milestones, project title, completion dates) before such changes are implemented.

Changes of 25% or greater in the total eligible project costs or any changes in the project scope must be approved in advance by the appropriate ministry.

Q. We have decided not to proceed with our project as originally outlined. Can we use the program funds for another infrastructure project in our community?

A. No. Approval was granted for the original project. You may not transfer the award to another project. Please contact the lead ministry to discuss your situation.

Q. Do we need to obtain approval for any public events such as ground breaking ceremonies, grand opening ceremonies, etc.?

A. Yes. All public events require prior approval. Please contact the lead ministry for your project at least **20 working days** prior to any scheduled public event. The federal or provincial Ministers or their designated representatives regularly participate in these events. Time is required to schedule for such an occasion.

Q. Can we direct award a contract(s) for undertaking the project?

A. All contracts must be awarded in a way that is transparent, competitive and consistent with value for money principles. All records of the tendering process need to be retained and made available upon request.

Q. Our project incurred costs before we were approved for NBCF-SCF funding. Are these costs considered eligible and can we claim them for reimbursement?

A. No. Costs incurred prior to the project approval date are considered ineligible and will not be reimbursed.

Q. Can we award the tender prior to project being approved for funding?

A. No. The project will be considered ineligible if you have awarded the tender prior to funding approval. However, you may tender the project with a clause that tender award is subject to funding approval from Small Communities Fund Program.

Q: In reference to local government on asset management questionnaire on the application form, under section 19 g) AM BC Roadmap, does it only apply to local governments?

A: No. This question applies to all organizations; the roadmap is to assist organizations to implement asset management practices.