



Introduction

Aviation is critical to BC's economy – supporting jobs and tourism, enabling investment and facilitating trade. BC's aviation sector provides communities with travel opportunities, passenger and cargo services, medevac and wildfire suppression services and general aviation.

The Province is making efforts to grow BC's international connectivity and to ensure that smaller communities are realizing the economic and social benefits from their local airports through partnering with the airport community to identify infrastructure needs, barriers and issues. At the same time, there is room to improve environmental performance within the aviation sector.

Applications will be accepted until February 9, 2018 at 4:30 p.m. for the 2018/19 provincial fiscal year.

Purpose

The goal of BCAAP is to support communities across the province and enhance the long-term potential of BC's aviation sector. BCAAP is a program to assist with funding capital infrastructure projects, with applications assessed on economic, environmental and social parameters, including:

- Safe and reliable aviation facilities
- Significant, incremental economic benefit
- Improved environmental performance of the facility in question

Funding

The BCAAP program is a capital cost-sharing program administered by the BC Ministry of Transportation and Infrastructure. BCAAP share of project costs are set at:

- 75% for rehabilitation projects
- 50% for new projects
- 60% for blended projects (i.e., rehabilitation projects that will result in new functionality)

The program encourages funding partnerships with local, regional and federal agencies and private sector entities. The actual BCAAP contribution to a project will be based upon total eligible project costs, less any federal or other provincial funding.

- If a federal or another provincial agency is contributing to a project, that contribution will be deducted from the project's total eligible costs, with the BCAAP share calculated on the balance
- Local trusts such as the *Northern Development Initiative Trust* are regarded as applicant funding, not provincial contributions
- The applicant assumes responsibility for any associated increase in operating or maintenance costs resulting from the project
- The proponent is responsible for any cost overruns in excess of the approved project funds.

Eligibility and Assessment

One of the key purposes of the program is to assist small and medium-sized facilities with their infrastructure needs. In order to maximize the resources available to BCAAP, applications will only be considered from facilities that annually serve fewer than 1 million scheduled passengers. In addition, previously successful applicants from the 2015/16 (or earlier) intake are eligible only if they have completed that approved BCAAP project.

BCAAP will carefully consider a project's environmental benefits. The application assessment process has been expanded to include environmental considerations of proposed projects.

Eligible Projects

Projects which are eligible under the federal Airports Capital Assistance Program (ACAP) must maximize their ACAP funds before accessing BCAAP funds, and provide the Ministry with appropriate documentation.

Projects funded under BCAAP must be able to be completed within one calendar year. Applicants must also demonstrate that they have all funding identified to complete the project.

Priority will be given to core aviation infrastructure (e.g., runways) over ancillary works (e.g., parking lots).

All BCAAP funded projects must meet the best available environmental practices, which may include identifying environmental risks, benefits and innovations.

Examples of eligible projects include, but are not limited to:

- Buildings and dedicated docking facilities associated with water aerodromes
- Runway enhancements
- Airfield lighting
- Navigation systems
- Terminal building expansion
- Fuel facilities
- Apron and taxiway improvements

All projects must comply with applicable federal, provincial and/or local government standards.

Ineligible Costs Include

- Equipment purchase or lease (e.g., snow removal equipment)
- Property acquisition
- Applicant's (municipal or other operating authority) administration, such as overhead, staff, supervision expenses
- Volunteer contributions (e.g., labour)
- Studies, such as engineering reports or business case development
- Incremental costs associated with operation or maintenance
- Landscaping
- Design costs



Project Selection

The Ministry will evaluate and rank all projects, with assistance from others (e.g., Transport Canada) as needed. The review process will prioritize projects primarily based on safety, need (e.g., medevac and wildfire suppression), and environmental and economic development considerations. Successful applicants will be required to enter into a Conditional Grant Agreement with the Ministry.

Applications

Applications are accepted from operators of public aviation facilities, including local governments and other operating authorities. Applications for provincial fiscal year 2018/19 funding will be accepted until 4:30 p.m. on February 9, 2018.

All BCAAP applications must include:

- A fully completed application form
- Detailed cost estimates
- Design drawings

Applications for new or expansionary infrastructure must also include:

- A business case that provides the rationale for the project, and demonstrates how the project will contribute to the economic and social development of the region, airport and the province
- An aerodrome development plan
- Identification of funding partners
- Identification of community consultation and support
- Cost effectiveness and/or risk assessment for safety projects
- If a project is subject to an environmental assessment (see [EA Process](#)) the applicant must include the EA decision and information in the application

Please submit your application and supporting documentation via email to BCAAP@gov.bc.ca. In the Subject field, please identify the applicant or facility by name.

Note that the receiving e-mail system **cannot accept zip files** and **cannot accept any e-mail that exceeds 10 MB** in total size (e-mail plus all attachments). If your application plus supporting documentation exceeds 10 MB, please submit the application via multiple e-mails clearly marked in the subject line (e.g., "Facility name 1 of 2" and "Facility name 2 of 2"). If any single supporting document exceeds 10 MB in size, please contact BCAAP staff and they will set up a SharePoint site at which you can download that item. You will need a current BCeID account and password to access the SharePoint site ([how to apply for a BCeID account](#)).

If you cannot send your application by electronic means, please mail or courier it as below, allowing sufficient time to ensure that it arrives by to the due date.

Ministry of Transportation and Infrastructure
Attn: BC Air Access Program
PO Box 9850 Stn. Prov. Govt.
Victoria, BC V8W 9T5
(Physical Location: 5D - 940 Blanshard St, Victoria, BC V8W 3E6)