

## 8.0 Financial Assistance

<p><b>8.1 Introduction</b></p>	<p>Under the <i>Emergency Program Act</i> and the <i>Compensation and Disaster Financial Assistance Regulation (C&amp;DFA)</i>, each municipality can receive financial assistance for eligible emergency response costs incurred during a disastrous event, and assistance for some post-disaster recovery costs expended to repair or restore public works and facilities that are essential to municipal operation.</p> <p>Under this legislation, the Provincial Emergency Program (PEP) is authorized to assist local governments with eligible costs for response and recovery, providing there is sufficient documentation.</p>
<p><b>8.2 Response Costs</b></p>	<p>Response means all efforts to save lives, reduce suffering, protect property, and other immediate objectives to reduce threats from emergencies. PEP is permitted under the C&amp;DFA Regulation to assist municipalities with <u>100 percent</u> of eligible response costs.</p> <p><b>Each municipality is expected to pay response costs first, <u>then</u> to submit claims to PEP for processing.</b></p> <p>Eligibility for response costs depends on these factors:</p> <p><b>Type of Event</b> – Most disasters caused by natural hazards may be considered for financial assistance under BC legislation, including floods, severe winter storms, landslides and mudslides, and some wildfire situations. Municipal economic losses caused indirectly by unexpected events will likely be considered on a case-by-case basis.</p> <p><b>Event Size or Magnitude</b> – Most emergency events will be small in size and require relatively little response effort. The province reserves the right to refuse claims from municipalities for such events as minor floods or snow storms. Contact the PEP Regional Manager for advice.</p> <p><b>Nature of Expenditure</b> – The nature of the response expenditure is an important factor to consider. Only response expenses and staff time over and above normal day-to-day costs are eligible for assistance. Also, eligibility pertains to response costs for efforts needed to preserve public safety related to a specific event.</p> <p><b>Contract and Equipment Rates</b> – There are limits on the rates eligible for financial assistance from the province. The province will only assist municipalities with equipment rental costs to the rates accepted by the province. These rates are published in the <i>Blue Book - Equipment Rental Rate Guide</i>, including values for a wide range of heavy equipment. Contracts should also specify either provincial Group 1 or Group 2 rates for meal allowances, travel, and accommodation.</p>

	<p><b>Compensation through Other Means</b> – If a municipality has access through other means to funds for response expenditures, the province may reduce or forego payment. For example, if a local government seeks legal compensation from a person who caused an emergency under the <i>BC Emergency Program Act</i>, the province will account for such claims in calculating the amount of provincial assistance.</p> <p>Refer to the checklists and aids for the EOC Finance / Administration Section Chief for examples of eligible response costs.</p>
<p><b>8.3 Financial Assistance for First Nations</b></p>	<p>First Nations in BC qualify for federal assistance. The Government of Canada and the Province of BC have agreed to work together in assisting First Nations for eligible expenditures.</p> <p>Through an agreement with Indian and Northern Affairs Canada, claims and payments are administered through PEP for First Nations in the same manner as for local authorities. The same requirements for eligibility and documentation apply to First Nations requests for financial assistance as apply to BC local authorities.</p> <p>First Nations are required to prepare and submit their own claims to PEP, even if they participate with a local authority in response. Local authorities are not responsible for claiming costs incurred by First Nations, even if they share emergency operations.</p> <p>If a municipality incurs costs on behalf of First Nations (such as evacuation expenses), these costs may be included in the local government’s claim to PEP, as long as First Nations costs are identified separately.</p>
<p><b>8.4 EOC Procedures</b></p>	<p>To be most effective, the Finance / Administration Section of an EOC should be operating as soon as possible in an emergency that generates municipal response costs.</p> <p>An Emergency Operations Centre should undertake four activities to assist with later claims for response costs. These activities include:</p> <p><b>Obtain a PEP Task Number</b> – Request a Task Number from PEP, either by telephone to the Emergency Coordination Centre in Victoria, or through the PEP Regional Manager. Every supplier and contractor, all staff members working overtime, and all volunteers should record and reference the PEP Task Number in tracking their hours and costs.</p> <p><b>Submit Expenditure Authorization Forms, where required</b> – Prepare and submit an Expenditure Authorization Form (EAF) to the PREOC to confirm eligibility of particular response costs for actions being considered by the local government. A blank Expenditure Authorization Form (EOC Form 530) is available in Annex C.</p> <p>Once an EAF has been authorized by the PREOC, the municipality is assured the province will provide assistance to the dollar limit identified, as long as the proper documentation is provided with the claim. If</p>

	<p>circumstances require an increase in the estimate, the EOC should prepare an addendum to the EAF and seek authorization from PEP through the PREOC.</p> <p><b>Submit Daily Expense Reports</b> – Prepare a daily expense report and submit it to the PREOC. Use EOC Form 532, available in Annex C.</p> <p>With the daily totals, the local government will also want to record the total cost amount committed to the entire event to date. The EOC Form 534 “Expenditures Event Totals” serves this function, also available in Annex C.</p> <p><b>Submit Resource Requests</b> – Under the BC Emergency Response Management System (BCERMS), the municipality is responsible for using local resources to fill immediate needs to the greatest extent possible, including any mutual aid that may be available. If locally available resources are insufficient for operational needs, the local government may request assistance through the PREOC, using EOC Form 514.</p> <p>All four activities involve direct communication with the PREOC.</p> <p>Once the response phase of an emergency or disaster has passed, the local government may seek financial assistance from the province for response expenditures, as summarized in PEP’s <i>Financial Assistance for Response and Recovery Costs</i>, available through the PEP website.</p> <p>Additional information is available from:</p> <p style="padding-left: 40px;">Recovery Office          Provincial Emergency Program          PO Box 9201 Stn Prov Govt          Victoria BC V8W 9J1          Phone: 1-888-257-4777 (Toll Free)          Fax: (250) 952-5542</p>
<p><b>8.4 Recovery Costs</b></p>	<p>Recovery involves efforts to return municipal facilities and materials to pre-disaster conditions. Local government recovery applies to the repair or replacement of structures, equipment and materials that are essential to effective operation.</p> <p>Under the C &amp; DFA Regulation, PEP is allowed to assist municipalities with <u>80 percent</u> of eligible costs required to repair or replace public facilities and materials, after applying a \$1,000 deductible to eligible costs per event.</p> <p>The Emergency Program Act also allows financial assistance for efforts to support community recovery. The Peninsula municipalities may qualify for up to <u>80 percent</u> of eligible costs, including efforts to coordinate local organizations and service providers in community recovery.</p>