



Department of Municipal Affairs  
Office of the Fire Marshal

## 2017-18 Emergency Services Provider Fund (ESPF) Criteria

### **Purpose:**

The Emergency Services Provider Fund is a program intended to assist first responder organizations in Nova Scotia with the purchase of equipment used directly in response to a fire or emergency situation.

The program will provide up to 75 per cent of the total capital cost to a maximum of \$20,000.

Funding for this program is pending 2017-18 budget approval.

**The deadline for applications is June 9, 2017 and must be received by the Office of the Fire Marshal by this date. Applications postmarked with this date will be accepted. Incomplete applications or applications received after this date will not be considered.**

### **Eligible Applicants:**

Fire departments, ground search and rescue organizations, HAZMAT organizations and other first responder organizations in Nova Scotia who did not receive funding in 2015-16 or 2016-17.

Organizations can only receive funding once every three (3) years.

### **Eligible Projects:**

The funding will be used for equipment used directly in the response to a fire or emergency. Organizations can only apply for equipment that falls into one of the following categories:

1. Personal Protective Equipment (PPE) & Self-Contained Breathing Apparatus (SCBA)
2. Communications Equipment
3. Misc. Fire Fighting Equipment
4. Rescue Equipment
5. Water Supply, Suppression Equipment
6. HAZMAT Equipment

A detailed listing of eligible equipment can be found on page 3 of the application.

### **Non-Eligible Projects:**

Operating and administrative costs, vehicles of any type including boats and ATVs, vehicle upgrades, new construction or upgrades to facilities, and equipment not used directly in the response to a fire or emergency.

**Expenditures for the cost of equipment incurred prior to the fiscal year (i.e. April 1, 2017) will not be eligible for cost sharing under this program. If the applicant chooses to incur the expenditure prior to approval, they assume the risk of the application not being approved under ESPF and assuming 100% of the equipment cost.**

**Evaluation:**

Priority will be given to organizations that have received a low percentage of ESPF funding in the past, and are in the most need of financial help. Financial statements must be provided for this purpose. If financial statements are not provided, your application will not be evaluated.

**Grant Payments:**

Grant payments for approved projects will be processed as follows:

<b>Estimated Grant</b>	<b>Eligible Payment</b>
up to \$5,000	100% on signing of program agreement form
\$5,001 to \$20,000	2/3 on signing of program agreement form; balance upon completion of the project

**The Office of the Fire Marshal requires all approved funds to be spent by March 31, 2018.** Any advanced funds that are not spent by March 31, 2018 must be returned to the Office of the Fire Marshal. Proof of purchases and payment is required. The remaining portion of any equipment not purchased by March 31, 2018 becomes the financial responsibility of the applicant.

Please note that the applicant **MUST** pay the full amount of the equipment to the supplier and provide the financial log, invoices and cancelled cheque (both front and back) to the Office of the Fire Marshal in order to receive their final payment.

**Emergency Services Provider Fund Application:**

The Province of Nova Scotia is transitioning to an online application process for all provincial grant programs, including the Emergency Services Provider Fund. The Office of the Fire Marshal would appreciate your cooperation in applying for the ESPF for the 2017-2018 program using the online process.

The link to register and apply for the ESPF is <https://grants.novascotia.ca/irj/portal>

During the transition period, you are still able to download the application to your computer and complete the application beginning April 21st. (<http://novascotia.ca/dma/funding/community/emergency-services-provider-fund.asp>)

Once the application is completed, you may submit:

- an electronic/scanned version to the e-mail address below
- a faxed version to (902) 424-3239
- or original documents via Canada Post

For more information, contact:

Kirk Janes  
Office of the Fire Marshal  
Toll Free: 1-800-559-3473  
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