



Strategic Wildfire Prevention Initiative

Fuel Management Demonstration Project Program

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Fax: (250) 356-5119

2012 Program & Application Guide

Updated December 2011

1. Introduction

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Provincial Fuel Management Working Group – including the First Nations Emergency Services Society (FNESS), Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities (UBCM). Grant administration is provided by UBCM and funding is from the Ministry.

The initiative supports communities to mitigate risk from wildfire in the wildland urban interface.

The wildland urban interface is any area where combustible wildland fuels (vegetation) are found adjacent to homes, farm structures or other outbuildings. For the purpose of the SWPI, the wildland urban interface is the areas within 2 kilometres of a community with densities of between 10 and 1,000 structures per square kilometre.

Funding under the Strategic Wildfire Prevention Initiative is available for:

- Development of a Community Wildfire Protection Plan (CWPP)
- Development of a Fuel Management Prescription
- Implementation of Fuel Management Demonstration Projects
- Operational fuel treatment activities

Fuel Management Demonstration Projects

Fuel Management Demonstration Projects are small-scale projects, in the wildland urban interface that are at risk from wildfires, which are designed to allow local governments to:

- Demonstrate fuel management treatments and increase public awareness of fuel management
- Test methodologies and equipment prior to implementing large-scale operational fuel treatment projects
- Explore the economic and operational viability of different fuel treatment methodologies

This guide provides information for the Fuel Management Demonstration Projects program, including the process for local governments (municipalities and regional districts) to apply for funding.

2. Eligible Applicants

All local governments (municipalities and regional districts) are eligible to apply.

First Nations are also able to apply for funding through the FNESS. Details about the program for First Nations are available on the FNESS website at www.fness.bc.ca

3. Eligible Projects

Fuel management demonstration projects may explore standard or commonly accepted fuel treatments or may look at new or alternative fuel treatments.

In order to qualify for funding, a CWPP must be completed and the fuel management demonstration project must be:

- A new project (retroactive funding is not available)
- Located in/on:
 - Areas within the wildland urban interface
 - Crown land, in which case a fuel management prescription, as defined in the Fuel Management Prescription Program & Application Guide, must be completed, or
 - Land owned by the local government, or, if approved in advance by the Fuel Management Specialist, on land that is owned by a public institution
 - Areas of extreme or high threat (typically determined through a CWPP or through the Provincial Strategic Threat Analysis). Projects in moderate threat areas will also be considered if there is a strong justification for the location of the project.
- Limited in size to no more than 2 hectares
- Capable of completion by the applicant within one year from the date of grant approval

4. Eligible & Ineligible Costs & Activities

Eligible Costs & Activities

Eligible activities are outlined below. The Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

Eligible costs are direct costs for the activities approved in the application by the Provincial Fuels Management Working Group, that are properly and reasonably incurred and that are paid by the local government to carry out eligible activities. Under the Fuel Management Demonstration Project program, eligible activities must be cost-effective and include:

- Demonstration of operational fuel management treatments, as outlined in the Community Operational Fuel Treatment Program & Application Guide
- Staff and contractor costs directly related to the fuel management demonstration project
- Local government administration costs directly related to the fuel management demonstration project
- Planning, consultation with stakeholders and public information directly related to the fuel management demonstration project
- Signage directly related to the fuel management demonstration project

Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Provincial Fuels Management Working Group is not eligible for grant funding or as the community contribution. This includes:

- Development of funding application package
- Emergency plans or related activities
- CWPPs, prescriptions or full-scale operational projects
- On-going public information
- Local fire department training
- Publication reviews or research
- Projects on private land, land outside the interface or land scheduled for development
- Purchase of machinery and equipment
- Projects for purposes other than fuel treatment (e.g. building of recreational trails, etc.)
- Staff training costs, including safety and first-aid training
- Other wildfire risk mitigation activities (e.g. development of FireSmart bylaws)
- Work undertaken by the Ministry of Forests, Lands & Natural Resource Operations

5. Grant Maximum

Eligible activities and costs are outlined in Section 4. The Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

In order to ensure transparency and accountability in the expenditure of public funds, all revenue (e.g. timber sales, sale of other forest products, etc.) from the project and all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

Please see [Appendix 1](#) for important information on community contributions, revenues and other grant contributions.

6. Application Process

Application Deadlines

Applications for the Fuel Management Demonstration Project program can be submitted to UBCM at any time; however funding decisions will only be made three times per year:

- February 2012 – for all complete applications submitted by January 27, 2012
- May 2012 – for all complete applications submitted by April 27, 2012
- November 2012 – for all complete applications submitted by October 5, 2012

The Fuel Management Information System (FMIS) will not be available for projects approved after 2010. Instead, local governments should submit complete applications directly to UBCM. First Nations should submit complete applications directly to FNESS.

Required Application Contents

- Completed Application Form. Please see [Appendix 2](#) for a sample form
- Completed current Threat Assessment Worksheets. See Appendix E of the current Threat Rating Guide (added December 2011)

- Council or Board resolution indicating support for the proposed activities and willingness to provide overall grant management
- Maps and photos that clearly identify the area(s) that are the subject of the application
- If not UBCM funded, a copy of the completed CWPP for the proposed area. If UBCM funded, the CWPP final report must be completed, submitted and approved (*added September 2011*).
- If the project is on Crown Land, a copy of the completed prescription for the proposed area

Submitting an Application

Applications should be submitted as Word or PDF files and can be e-mailed directly to Local Government Program Services (UBCM). If you choose to submit your application by e-mail, hard copies do not need to follow.

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Fax: (250) 356-5119

Screening Criteria

UBCM will perform a preliminary review of all applications to ensure the required application elements (identified above) have been submitted and to ensure that basic eligibility criteria have been met.

Following this, all complete, eligible applications will be reviewed and scored by Fuel Management Specialists. Scoring considerations and criteria include the following:

- Wildfire Threat Rating for the proposed area
- Degree to which the applicant is undertaking other wildfire risk mitigation activities, such as:
 - FireSmart and other bylaws (e.g. open burning bylaws)
 - Access/egress and water supply issue mitigation
 - Public awareness programs
 - Implementation of other non-fuel treatment recommendations identified in a completed CWPP
- Provincial Strategic Threat Analysis

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

Following technical review, applications that meet the minimum point value threshold will be considered and funding decisions will be made on a provincial priority basis.

7. Grant Management & Applicant Responsibilities

Please note that grants are awarded to local governments only and, as such, the local government is responsible for completion of the project as approved and for meeting reporting requirements.

Local governments are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Approval

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded.

Reporting Requirements

Final Reports must be submitted electronically and include the following:

- Completed Final Report Form, including signed certification of costs, and forest professional sign-off (added December 2011). Please see [Appendix 3](#)
- Maps that clearly identify the area(s) where demonstration project was undertaken
- Photos of fuel conditions before and after demonstration fuel treatment. Please note: all photos must possess documentation (in .txt or .doc format) indicating the location of the photo (preferably including latitude/longitude coordinates), the date they were taken, and what the photo represents
- Spatial data relating to the project. Please see [Appendix 4](#)

Payments

Grants under the Fuel Management Demonstration Project program are paid at the completion of the project and only when the final report requirements have been met.

Please refer to [Appendix 4](#) for requirements for spatial data. The final report and payment of grant funding will not be approved until all reporting requirements, including spatial data, are met.

Changes to Funded Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approved applicants are required to advise UBCM of any variation from the approved project as described in the completed Application Form and approval from Provincial Fuels Management Working Group will be required for any significant variation from the approved project.

Also, please note that all funded activities are required to be completed within one year of approval and all extensions beyond this date must be requested in writing and be approved by the Provincial Fuels Management Working Group.

Additional Information

A fuel management prescription template is available on the UBCM website. This is a sample template and other formats are acceptable with consultation with the local Fuel Management Specialist.

The Wildland Urban Interface Wildfire Threat Rating Guide and form is also available on the UBCM website.

For more information about the funding program, please visit www.ubcm.ca or contact Local Government Program Services at UBCM at:

(250) 356-5134 lgps@ubcm.ca

Appendix 1: Community Contributions, Other Grants & Project Revenues

Eligible activities and costs are outlined in Section 4. The Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

The required community contribution for a project must be directly related to activities approved in the application by the Provincial Fuels Management Working Group and can be funded from a number of sources, including:

- Cash contribution from local government (e.g. general revenue or reserve funds)
- In-kind contribution from local government, including:
 - Staff time directly related to the demonstration project (e.g. supervision and travel)
 - Use of local government meeting space or other resources
 - Local government administration of the project and/or grant funding
- Cash or other contributions from the community (e.g. volunteer labour or use of equipment, cash donation to the project)
- Other grant funding. *Please see below.*
- Revenue derived from the project. *Please see below.*

In-kind contributions are eligible from the date of application submission until the final report is submitted.

In order to ensure transparency and accountability in the expenditure of public funds, all revenue from the project and all other grant contributions for eligible portions of the project must be declared on the Final Report Form.

Revenue Generation

Full-scale, for-profit timber harvesting operations are not eligible under the Fuel Management Demonstration Project program. However, revenue (e.g. timber sales, sale of other forest products, etc.) from eligible projects can constitute all or part of the community contribution.

In cases where revenue is in excess of the required 25% community contribution, the excess revenue will be deducted from the total eligible cost of the project and the maximum grant will be calculated as 75% of the net project cost.

| |
|---|
| Eligible project cost of \$50,000 25% = \$12,500 |
| Revenue of \$15,000 Excess revenue = \$2,500 |
| Net project cost is \$47,500 UBCM Grant (75%) = \$35,625 |

Other Grant Contributions

Funds from other partner agencies and/or grant programs can constitute all or part of the community contribution (except funds from the Ministry of Forest, Lands & Natural Resource Operations *Forest Investment Account*, which is not eligible as a community contribution). However, it is important to note that other grant programs may fund some activities that are not eligible under the Community Operational Fuel Treatment program. Therefore, when accounting for project costs covered by other grant programs, only those activities that are outlined in Section 4 can be included.

Documentation must be available to demonstrate how actual costs from other grant contributions are accounted for. For example, labour costs must include information on the number of hours worked, the hourly rate, and the eligible activity that was undertaken (e.g. 50 hours at \$18/hr for chipping)

Under no circumstances will the UBCM grant result in payment of more than 100% of the eligible project cost (or net project cost in cases where revenue is generated). In cases where eligible portions of other grant funding - combined with the maximum

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|---|
| Eligible project cost of \$47,500 Max. UBCM 75% = \$35,625 |
| Other grants totaling \$20,000 Excess funding = \$8,125 |
| 100% of project cost is \$47,500 UBCM Grant = \$27,500 |

available UBCM grant - are more than 100% of the eligible project cost, the value of the excess funding will be deducted from the UBCM grant.

Appendix 2: Sample Application Form

Fuel Management Demonstration Project APPLICATION FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements please refer to Fuel Management Demonstration Project Program Guide.

SECTION 1: APPLICANT INFORMATION

Local Government:

Date of Application:

Contact Person*:

Title:

Phone:

E-mail:

* Contact person must be an authorized representative of the applying local government or First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF DEMONSTRATION PROJECT.

2. PROJECT DESCRIPTION. Please provide a geographic description, description of fuel load, objective(s) and proposed performance measures of the proposed demonstration project for the area being considered.

3. NUMBER OF HECTARES INCLUDED IN DEMONSTRATION PROJECT.

4. MOUNTAIN PINE BEETLE AFFECTED TIMBER. Please indicate if this project includes Mountain Pine Beetle fuel type:

Yes No

5. CURRENT THREAT RATING OF PROPOSED AREA. Please indicate the current (pre-treatment) threat rating and the expected threat rating after the treatment is completed. *Please note: Threat Assessment Worksheets must be provided (added December 2011).*

6. OTHER ACTIVITIES. Please describe the extent to which your community is undertaking other wildfire risk mitigation activities, such as FireSmart and other bylaws, access/egress, water supply issue mitigation, public awareness programs, implementation of other non-fuel treatment recommendations identified in a completed CWPP and/or past fuel management projects.

7. REVIEW OF APPLICATION. Was this application reviewed by a Wildfire Management Branch Fuels Management Specialist prior to submission?

Yes No

Did any other Ministry or organization review the application prior to submission? If yes, please describe:

8. CONTRACTOR INFORMATION. If a contractor is being utilized to do some or all of the work, please describe how you will select a qualified individual. If possible, please include the name(s) of the contractor(s):

Fuel Treatment Contractor:

GIS Contractor:

9. COUNCIL/BOARD RESOLUTION. The local government resolution must indicate support for the fuel management demonstration project and indicate willingness to provide overall grant management. Please include the complete resolution below and identify the resolution number and date of Council/Board meeting when the resolution was approved.

Eligible activities and costs are outlined in Section 4 of the Program & Application Guide. In Section 3 below, please include all proposed eligible costs for your fuel management demonstration.

| SECTION 3: PROPOSED ACTIVITIES & COSTS | |
|--|----------------------|
| Activity | Proposed Cost |
| Demonstration of operational fuel management treatments, as outlined in the Community Operational Fuel Treatment Program & Application Guide | \$ |
| Staff and contractor costs directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Local government administration costs directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Planning, consultation with stakeholders and public information directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Signage directly related to the fuel management demonstration project | \$ |
| Other proposed activities. <u>Please describe:</u> | \$ |
| Total Proposed Costs: | \$ |

The Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

| | |
|---|-----------|
| Total Grant Requested (75% of total cost to a max. of \$25,000): | \$ |
|---|-----------|

Please note that you will be required to provide detailed information on the community contribution in the final report. This includes information on contributions from other grant programs and any project revenues. If information is available now, please complete Sections 4 and 5 below:

| SECTION 4: OTHER GRANTS | |
|--------------------------------|------------------------------|
| Grant(s) Description: | Estimated Grant Value |
| | |

| SECTION 5: REVENUE | |
|--------------------------------|--------------------------|
| Revenue(s) Description: | Estimated Revenue |
| | |

| SECTION 6: SIGNATURE (To be signed by Local Government Applicant) |
|--|
| I certify that the area covered by the proposed demonstration project: (1) is not scheduled for development; (2) is not scheduled for sale; and (3) is within the jurisdiction of the local government (or appropriate approvals are in place) |
| Signature: |
| Name & Title: |

In addition to the Application Form, the following separate attachments are required to be submitted as part of your application:

- Maps and photos that clearly identify the area(s) that are the subject of the application
- If not UBCM funded, a copy of the completed CWPP for the proposed area
- If not UBCM funded, a copy of the completed CWPP for the proposed area. If UBCM funded, the CWPP final report must be completed, submitted and approved (*added September 2011*).

Appendix 3: Sample Final Report Form

Fuel Management Demonstration Project FINAL REPORT FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding final report requirements please refer to the Fuel Management Demonstration Project Guide.

SECTION 1: APPLICANT INFORMATION

Local Government:

Date of Final Report Submission:

Contact Person:

Title:

Phone:

E-mail:

Name of Project:

SECTION 2: PROJECT INFORMATION

1. DESCRIPTION OF COMPLETED PROJECT. Please provide a description of the work that was completed, a summary of how the fuel management objectives were met and proposed next steps for the area, including a maintenance schedule (for on-site follow-up treatment)

2. BRIEF SUMMARY OF LESSONS LEARNED.

3. NUMBER OF HECTARES TREATED.

4. POST-TREATMENT THREAT RATING OF TREATMENT AREA. Please indicate the current (post-treatment) threat rating. *Please note: Threat Assessment Worksheets must be provided (added December 2011).*

5. NUMBER OF PEOPLE EMPLOYED TO COMPLETE THE PROJECT. Please include the total number of people and the number of days worked per person.

6. CONTRACTOR INFORMATION. Please provide the name and credentials of contractor(s) (or staff if work was completed internally) that completed the work.

Operational Treatment Contractor:

GIS Contractor:

Eligible activities and costs are outlined in Section 4 of the Program & Application Guide and a specific budget was approved as part of your application. In Section 3 below, please include all actual eligible costs for your demonstration project and provide a brief description of the actual cost.

| SECTION 3: ACTUAL COSTS (exclusive of eligible HST rebate) | |
|---|--------------------|
| Activity | Actual Cost |
| Demonstration of operational fuel management treatments, as outlined in the Community Operational Fuel Treatment Program & Application Guide. <u>Please describe:</u> | \$ |
| Staff and contractor costs directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Local government administration costs directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Planning, consultation with stakeholders and public information directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Signage directly related to the fuel management demonstration project. <u>Please describe:</u> | \$ |
| Other <u>approved</u> activities. <u>Please describe:</u> | \$ |
| Total Actual Costs: | \$ |

The Fuel Management Demonstration Project program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$25,000 - and the remainder (25%) is required to be funded through community contributions.

| | |
|---|-----------|
| Total Requested Grant (75% of total cost to a max. of \$25,000): | \$ |
|---|-----------|

As outlined in Appendix 1 of the Program & Application Guide, in cases where revenue is in excess of the required 25% community contribution, the excess revenue will be deducted from the total eligible cost of the project and the maximum grant will be calculated as 75% of the net project cost. In Section 4, below, please report all project revenues.

| SECTION 4: REVENUE | |
|--------------------------------|-----------------------|
| Revenue(s) Description: | Actual Revenue |
| | |

In addition, as outlined in Appendix 1 of the Program & Application Guide, under no circumstances will the UBCM grant result in payment of more than 100% of the eligible project cost. In cases where eligible portions of other grant funding - combined with the maximum available UBCM grant - are more than 100% of the project cost (or net project cost), the value of the excess funding will be deducted from the UBCM grant. In Section 5, below, please report the full value of the eligible portions of any other grants received.

| SECTION 5: OTHER GRANTS | |
|--------------------------------|---------------------------|
| Grant(s) Description: | Actual Grant Value |
| | |

For Office Use Only:

| | |
|------------------------------|-----------|
| Total Eligible Grant: | \$ |
|------------------------------|-----------|

Local governments are responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

| SECTION 6: CERTIFICATION OF COSTS (to be signed by Chief Financial Officer) |
|---|
| <p>I certify that the costs stated above: (1) have been incurred and paid; (2) are attributable to the project; (3) are eligible (as outlined in Section 4 of the Program & Application Guide); and (4) are net of tax and any other rebates.</p> <p>In addition, for final claims, I certify that: (1) the project is complete; (2) all revenues generated from the project have been declared; and (3) all eligible portions of all other grant contributions for the project have been declared.</p> |
| Signature: |
| Name: |

| SECTION 7: CERTIFICATION OF REPORT (to be signed by Forest Professional) (added December 2011) |
|---|
| <p>I certify that, as this report confirms: (1) the project is complete as described; and (2) all work has been performed to accepted professional standards.</p> |
| Signature: |
| Name and title: |

In addition to the Final Report Form, the following separate attachments are required to be submitted as part of your final report:

- Maps that clearly identify the area(s) where the demonstration project was undertaken
- Photos of fuel conditions before and after demonstration fuel treatment. Please note: all photos must possess documentation (in .txt or .doc format) indicating the location of the photo (preferably including latitude/longitude coordinates), the date they were taken, and what the photo represents
- Spatial data relating to the project. Please see [Appendix 4](#)

Appendix 4: Maps & Spatial Data Submissions

Spatial data must be submitted as part of the final report for CWPP, Prescription, Demonstration Project, and Operational projects. *The Province of BC uses ArcGIS 9.3 and all spatial data submissions must be compatible with ArcGIS 9.3 or lower.*

Spatial data must conform to the following formats, naming conventions and standards:

1. Data Format: File Geodatabase (FGDB) is the preferred method and where this is not possible, shapefiles are satisfactory.

- a. **Data must conform to the template conventions, for feature dataset names, feature class names, attribute names, and attribute values. It is strongly recommended that you use the template FGDB to meet this requirement**
- b. **Shapefile names and attributes should be named as closely as possible to the feature classes and attributes within the FGDB.**

2. Projection: BC Albers Standard Projection. The projection is Albers Equal Area Conic, with parameters of:

Central meridian: -126.0° (126°00'00" West longitude)
Latitude of projection origin: 45.0 (45°00'00" North latitude)
First standard parallel: 50.0° (50°00'00" North latitude)
Second standard parallel: 58.5° (58°30'00" North latitude)
False easting: 1000000.0 (one million metres)
False northing: 0.0
Datum: NAD83, based on the GRS80 ellipsoid.

3. Metadata: Spatial data must be accompanied by metadata. The metadata must document and detail each attribute field of a particular dataset, as well as the codes/values used to populate it. Metadata must also make note of the source of the data used in the compilation of each dataset as well as the person who compiled it (including contact details), and the date of data compilation. The metadata standard is FGDC and should be submitted in .xml format.

4. Other Documentation: Please be sure to document and include all methodology used in the compilation of each dataset, as well as a short description of what each dataset represents.

5. Graphic Data (Paper Map and Photo Imagery): All Graphic data must be submitted in .jpg, .bmp, .tif, or .pdf format. Maps must contain a descriptive title, scale (verbal or scale bar), a north arrow, reference grid, and a legend. The map should include reference data such as roads, water bodies, rivers/creeks, land ownership and other boundary information (municipal, provincial, federal, fire protection areas). Resultant maps will, as a package or singularly, identify risk of fire to the community. Risk must be identified by risk level, and by area. The map must also make note of a datum and the source of the map data. **You must also submit PDF map(s) that clearly represent all of the features being submitted in the spatial datasets. The PDF map(s) will serve as a reference view for the spatial data submission.**

6. Naming Conventions: Please abbreviate project folder name to a maximum of 15 characters

A. File Geodatabase: naming conventions must adhere to the following standard:

FGDB: <Local Government>_<AbbreviatedProjectFolderName>

For example: PrinceGeorge_CWPPNorthPG.gdb

Feature layers should be named in accordance with the values given in Table 1 below.

B. Shapefiles: naming conventions must adhere to the following standard:

<Local Government>_<AbbreviatedProjectFolderName>_<dataset>

where <dataset> refers to the values in Table 1 below.

For example: PrinceGeorge_CWPPNorthPG_fire_risk.shp

7. Submission: The name should be descriptive as to the data it represents. This standard must also be applied on all supporting documents including paper maps and digital photography. The preferred method for data submission is a file geodatabase (FGDB), compressed into a ZIP file. Where it is not possible to submit a FGDB then data should be submitted as shapefiles and compressed into a single ZIP file.

The zip file must adhere to the following standard:

<Local Government>_<ProjectFolderName>.zip

For example: PrinceGeorge_CWPPNorthPG.zip

Shapefiles that are not zipped into a single ZIP file will not be accepted.

Please note: Spatial data submissions will be evaluated against these criteria. The final report and payment of grant funding will not be approved until all of these criteria are met.

Community Wildfire Protection Plan (CWPP)

Data required:

- Extent of area covered under CWPP
- Fire Risk – Dataset indicating areas and risk level as described on p. 9 of Rating Interface Wildfire Threats in British Columbia
- Must include all input datasets, including ground truthing locations, which must include those attributes that are indicated in the Wildland Urban Interface Wildfire Threat Worksheet
- Photos of the ground truthing locations must be submitted as part of the .zip file
- Proposed treatment area(s)
- Fuel Type

Additional notes: Metadata must include methodology in generating fire risk and fuel type.

Prescription

Data required:

- Area of prescribed treatment
 - Must include type of treatments prescribed for each area (see list of options below)

Demonstration Project

Data required:

- Fire Risk
- Treatment area
 - Must include type of treatments performed (see list of options below)

Operational Fuel Treatment

Data required:

- Treatment area
 - Must include type of treatments performed (see list of options below)

Treatment types:

- Use of prescribed fire
- Lop and scatter
- Chipping & Mastication
- Piling
- Pruning
- Tree Removal
- Debris management/removal
- Other – please define

Attributes: All of the above-mentioned spatial datasets must include the following attributes in addition to the default attributes created by the File Geodatabase or Shapefile:

- Area in hectares
- Data collection date
- Data collection method (e.g. GPS, digitized from orthophoto, etc.)
- Project funding source (e.g. UBCM, JOP, etc.)

Table 1

| Type | Description | Feature Dataset | Shapefile | | | |
|---------------|-------------------------|--------------------|--------------------|--|--|--|
| CWPP | Extent of area covered | AOI | aoi | | | |
| CWPP | Fire Risk | fire_risk | fire_risk | | | |
| CWPP | Proposed treatment area | proposed_treatment | proposed_treatment | | | |
| CWPP | Fuel Type | fuel_type | fuel_type | | | |
| Demonstration | Fire Risk | fire_risk | d_fire_risk | | | |
| Demonstration | Treatment Area | treated_area | d_treated_area | | | |
| Operational | Treatment Area | Treated_area | o_treated_area | | | |