



Emergency Management Ontario

**Community Emergency Preparedness Grant (CEPG)
Application Guidelines 2023-24**

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Program overview

The Community Emergency Preparedness Grant (CEPG) will support Ontario's goal to help ensure Ontarians are safe, practiced and prepared before, during and after emergencies. It will help build capacity and enhance the resiliency of local governments, First Nations and community groups in preparing for and responding to emergencies. The grant will provide funding to help community organizations purchase emergency supplies, equipment and services.

An “emergency” is a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise. (Definition as per the [Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9 \(ontario.ca\)](#)).

The merit-based grant of \$5,000 to \$50,000 is targeted at small and medium communities. It is an application-based program with successful applicants demonstrating need (emergency and occurrence), capacity (ability to fulfill and manage resources gained through grant funding) and alignment with program objectives.

Eligible applicants

The grant is focused on those communities – typically small and medium – in need of building capacity in emergency management. Organizations must have an emergency management mandate. Eligible applicants include:

- Municipalities with a population under 100,000 (based on Statistics Canada data from 2021)
 - Note: The combined funding for an upper tier municipality and all of its lower tier municipalities may be limited
 - See Appendix C for a list of eligible municipalities
- Local services boards
- First Nations communities, Indigenous organizations, including Tribal Councils, and other Indigenous service organizations that support emergency management programming in First Nation communities
- Non-government organizations (NGOs) with an emergency preparedness mandate
 - For the purposes of this grant, NGOs must:
 - Be a registered charity or a not-for-profit corporation without share capital
 - Demonstrate that they host, as a primary activity, regular gatherings of religious, spiritual, community or cultural significance, as well as demonstrate that they have a clear emergency preparedness and response component to their mandate.
 - Registered charities must be registered with the Canada Revenue Agency as a charity by December 31, 2022

- Not-for-profit corporations that are not registered charities must be incorporated by December 31, 2022
- Be operational in Ontario before January 1, 2022
- These are defined as follows:
 - Primary activity: A primary activity is a distinctive and indispensable component of how an organization achieves its mandate
 - Regular: A gathering is regular if it takes place at least once a month.
 - A gathering has “religious, spiritual or cultural significance” if its central purpose is:
 - Related to a specific and comprehensive system of belief that governs one’s conduct and practices and addresses ultimate questions of human existence, such as ideas about life, purpose, death, and the existence or non-existence of a creator and/or a higher or different order of existence, including the spiritual beliefs and practices of Indigenous cultures; and/or
 - Related to the affirmation or celebration of cultural elements that are meaningful to the identity of a community or group of individuals (e.g., language, country of origin, race, ethnic or national customs and traditions, Indigenous beliefs and practices, gender or sexual identity).
 - Emergency preparedness and response mandate: your organization has a mandate to be prepared and respond to emergencies as defined above in the program overview.

Ineligible applicants

- Organizations and NGOs without an emergency preparedness mandate
- Individuals
- Crown corporations
 - Federal/provincial/municipal agencies
 - Universities, colleges, schools, and hospitals
- Municipalities with a population over 100,000 (Statistics Canada data from 2021)

Eligibility requirements

- Each organization can only submit one application.
- Organizations must be a legal entity, have governance structures and accountability processes to administer and manage public funds, have an Ontario bank account and use the funds for activities taking place in Ontario and that benefit Ontarians.
- Funded projects must align to the Potential provincial emergency events listing (see Appendix A)
- Grants awarded under the Community Emergency Preparedness Grant Program are governed by an agreement between applicants and the province. General terms and

conditions are provided in section I of the application form. Please read section I carefully as you must agree to all terms and conditions to be awarded a grant.

- The application must be complete and include the following attachment:
 - Organization's approval authority framework – document identifying the organization's governance structure or decision-making body or person with the required authority to approve and commit to a contract.
- Submission must be approved and signed by the organization's authority to commit to a contract with the Government of Ontario.
- Submission of an application will serve as a commitment from the organization to complete the project if a grant is awarded.

Application review and assessment criteria

Among others, the following criteria will be used to review applications:

- All applications will be reviewed; only complete and eligible applications will be considered. Additional/follow up questions may be asked to complete the application.
- Community collaborations are encouraged e.g., where municipalities may work with other municipalities to share their equipment.
- Applicants must demonstrate how the activity or purchase they propose will increase emergency preparedness and resiliency for their organization and community.
 - For example: a community organization applies for funding to purchase generators, develop protocols, and conduct training on the equipment. The purchase of generators will allow refrigeration during a power outage. This will impact the community by allowing a reliable source of food, or communications during prolonged power outages for community members who may not have access to refrigeration.
- Applicants must demonstrate they can:
 - Sustain programs post-grant timeframe without additional government funding.
 - Maintain and operate equipment after purchase.
 - For the above example of the request to purchase generators, the applicant must demonstrate that they have a sufficient operating budget to purchase fuel and pay for regular maintenance of the equipment.
- Applicants must demonstrate they can complete the activity (i.e., procurement, training, plan development) by the program end date of July 31, 2024. Any funds not spent must be returned to the province.

- To ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding.
- Applicants must provide a report back two weeks after the project completion date.

Application criteria	Evaluation
Organization	The applicant can deliver and has a mandate to support emergency management.
Project description	The project description has a clear alignment with the identified emergency type and there is a likelihood for it to occur in the specified community.
Provincial emergency type	Likelihood and impact of provincial emergency event identified.
Sustainability	The application indicates a clear sustainability plan.
Collaboration	The applicant has identified if the project collaborates with other organizations such as other municipalities, First Nations, and/or Local services boards.
Project timelines	The applicant has attested to deliver the project within program timeframe. Project completion must be before July 31, 2024.
Expected Outcomes/ Performance Measures	Performance measures in building capacity and capabilities have been identified as part of the application. A target and baseline value has been provided for applicable measure(s).
Project budget	The project budget is itemized and supporting assumptions have been provided for the estimates. See Project Budget section for more information.
No duplication of expenses	Funds disbursed can support another emergency management related government program but cannot be duplicated, i.e., invoices cannot be repurposed or submitted for reimbursement under multiple programs.

Project budget

- Funds awarded must be used from within the project timeframe.
- Applicants are required to provide a detailed budget for their proposed initiative, with an itemized list of expenses. Each itemized cost must include a description of how the cost was estimated (e.g., from previous invoice, or quote received). Not all submitted expenses may be approved. See example below.
- Applicants must follow the OPS Travel, Meals and Expenses Directive for any travel, meals, and hospitality expenses. Refer to the link here for details [Travel, Meal and Hospitality Expenses Directive | ontario.ca](#).
- All expenses must be reasonable, well supported and justified and must directly relate to the project. Include only eligible expenses in the project budget.
- Expenses detailed within the budget cannot be reallocated or moved to a different category without prior written approval from the ministry.
- There is a potential for a funding hold back that may be released upon submission of report back.
- The lists of eligible and ineligible expense categories provided below are not exhaustive. Other expenses could be considered.

Example of itemized expenses

Expense category	Items	Assumptions	Planned spending
<i>Identify the Expense Category: Capital Equipment/ Operating Equipment/ Supplies/ Training/ Services/ Administration</i>	<i>List out the items (e.g., chainsaws)</i>	<i>Provide how the cost was estimated.</i>	<i>Provide the cost estimate</i>
Operating Equipment	5 smoke detectors, 20 hard hats, 20 flashlights	5 smoke detectors prices based on previous invoices from January 2023. Hard hats and flashlights based on estimates from Home Depot's retail site as of August 2, 2023	\$2,500

Eligible expenses

Identify expense requirements within the budget of the application. Definition for capital and operating expenses is available in Appendix B Program definitions/glossary.

The CEPG is organized into five cost categories:

Equipment – Capital and operating

Equipment expenses must be separated between capital and operating.

Capital (Minor capital)	Operating
Generators Water pump and purification systems Mobile communication tower Sandbagger machine Flatbed trailers Excavators	Water pump parts Chain saws Air scrubbers Two-way radio Weather radios GPS phones Drones Other: hard hats, shovels, cots, smoke detectors/fire extinguishers, personal protective equipment, flashlights, and high visibility safety vests.

For other equipment, refer to the useful life table below, as the basis to determine whether the item to be purchased qualifies as a capital expense:

Items	Useful life
Machinery & equipment	5+ years
Information technology (IT hardware) – including leases	3+ years
IT software	10+ years

Alternatively, consider the equipment's manufacturer's guide or make a determination based upon your organization's best estimate as to whether the item qualifies as a capital expense.

All other cost categories are operating:

Supplies

- Sandbags, first aid kits, batteries, and emergency preparedness promotional material (e.g., printed brochures, fridge magnet, signage etc.)

Training

- Exercises, incident management system training/licencing, emergency management training, first aid, specialized equipment training, mental health crisis management and response; donation management, emergency evacuation procedures

Services

- Emergency plan development; exercise planning and coordination, risk assessment, emergency preparedness promotional strategy, emergency preparedness website, installation services

Administration costs

- Up to 10% of overall budget for administration costs to complete the project
- May include other costs that are difficult to estimate (e.g., telecommunication charges, printing, office supplies, travel, etc.)

Taxes

Taxes are eligible expenses if they are directly related to the project. However, any tax rebates, credits or refunds received by the organization must be identified and removed from the project cost.

Procurement

Organizations receiving funding are expected to adhere to their organization's procurement practices, as applicable.

NGOs that received \$10 million in Ontario government funding in fiscal year 2022-23 must follow the Broader Public Sector (BPS) Procurement Directive. This excludes municipalities, Local services boards, and First Nations.

Review the [BPS Procurement Directive](#)

Ineligible costs

- Funds expensed outside of the term of the agreement

- Vehicles of any type including boats and all-terrain vehicles (ATVs)
- Vehicle upgrades
- New construction or upgrades to facilities (other than emergency power)
- Equipment not used directly in response to an emergency
- Major capital expenditures. For example, buildings, vehicles, public works or forestry/parks functionality upkeep or maintenance are not eligible under the program.

Letter of approval

- A letter of approval will be issued to applicants who will be awarded a grant.
- Recipients will be required to acknowledge receipt of the approval letter, and submit the following:
 - Certificate of insurance with a commercial general liability limit of not less than \$2 million (\$2,000,000) in the organization's name, which confirms the insurance coverage and indemnity as required by the Terms and Conditions of the grant program, including any additional insurance requirements as per section 12.0 of the Terms and Conditions, signed by an authorized insurance representative. The certificate of insurance must:
 - Identify a duration of coverage for the organization up to the contract end date.
 - Identify the Treasury Board Secretariat as an additional insured, represented in the following language, "His Majesty the King in right of Ontario, his ministers, agents, appointees and employees".
 - List the Treasury Board Secretariat as the Certificate Holder and include the ministry's mailing address in the policy:

Treasury Board Secretariat
Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
 - Include a statement that the Certificate Holder (the Ministry) will be notified of any cancellation or material change within 30 days.
 - Email or memo to the elected official or head (i.e., Chief, Regional Chair, Mayor, Warden, Head of Council, President) of your organization notifying them of approved project funding
 - If not set up, register for direct deposit at [Doing business with the Government of Ontario | ontario.ca](https://www.ontario.ca/en/doing-business)

Report back requirements

All recipients of grant funding will be required to report back to the Province in accordance with the terms and conditions provided within the application form.

Report back requirements include, but are not limited to, providing documentation on the following:

1. Attestation of outcomes – confirm outcomes are met as described in submitted application.
2. Expense summary – actual expense against proposed budget from submitted application. Identify any over or underspending.
3. Performance measure results. – provide actual results
4. Emergency preparedness project summary - demonstrate how the project has increased emergency preparedness for your organization and/or community.
5. Any testimonial (optional).
6. Survey (optional).

Failure to meet any reporting requirements may impact an organization's ability to receive holdback funding and future funding in any future iterations of the Program.

Successful applicant obligations

- Recipients of grant funding must comply with all relevant terms and conditions. Please see the application form for further information.
- In accordance with the terms and conditions:
 - Applicants should be aware that Government of Ontario institutions are bound by the [*Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.F.31*](#), as amended from time to time, and that any information provided to them in connection with their 2023-24 Community Emergency Preparedness Grant Program application may be subject to disclosure in accordance with that Act.
 - Applicants are advised that the names and addresses of organizations receiving grants, the amount of the grant awards and the purpose for which grants are awarded is information that could be made available to the public.
 - Applicants permit the province to verify/audit information submitted (at the discretion of the province) to ensure that it is complete and accurate and that funds were used for the purpose(s) intended.
 - Applicants agree that if the funds were not used or will not be used for the intended purpose(s), or if specified services were not delivered, or if the intended outcomes were not achieved, the province has the right at a future date to recover parts or all the funds transferred.

- Applicants must obtain prior written consent from the ministry for any change to the project scope once funding is approved.
- Applicants must acknowledge Ontario's support in electronic and print media as part of any project-related publications, and in a form and manner directed by the province.
- Applicants posting publicly (includes all website, publications, speaking engagements, etc.) will require approval from Treasury Board Secretariat - Emergency Management Ontario, prior to publication.
 - Approval may take 30 days, please plan communications accordingly and in advance.
- Your organization/municipality/location may be asked to participate in an announcement with government officials.
- The ministry expects all grant applicants to comply with all federal, provincial and municipal laws and regulations (e.g., health and safety, environmental approvals, zoning by-laws, human rights, animal welfare, accessibility).

Post program quality assurance and potential audits

A post-program quality assurance process may be conducted on approved projects

The quality assurance process will confirm that funds were utilized as approved and performance metrics were met as indicated.

Successful recipients are required to keep all documents related to the approved project and supporting expenses for seven years to support any audit requests.

Timelines

Milestone	Timeline
Deadline to submit applications	November 30, 2023, at 5:00 pm EST
Applicants notified of funding decisions	February 2024
Project reporting due	Two weeks from project completion date

How to apply

- All applications must be submitted electronically through Transfer Payment Ontario (TPON)
- Visit <https://www.ontario.ca/GetFunding> to learn how to create a My Ontario Account, register for TPON, and get a TPON account
- Registration may take up to **five (5) business days** so give yourself plenty of time to register before starting the application process

Links to Quick reference guides and video tutorial

[Quick Reference Guide](#)

Video Tutorial How to Submit for Funding: [TPON - How to Submit for Funding Video](#)

In the video, applicants will find a step-by-step process on how to submit funding requests on TPON. It covers important aspects from logging in to navigating the See Funding Opportunities menu card and accessing helpful resources.

For assistance, please contact **TPON Client Care** at 416-325-6691 or 1-855-216-3090 or TPONCC@Ontario.ca

Monday to Friday from 8:30 a.m. to 5:00 p.m. Eastern Standard Time.

TTY/Teletypewriter (for the hearing impaired): 416-325-3408 / Toll-free: 1-800-268-7095.

Application Technical Requirements

- Install Google Chrome internet browser
- Install the latest Adobe Acrobat Reader <https://get.adobe.com/reader/>
- Create a TPON Account <https://www.ontario.ca/GetFunding>

Where to get more information

For questions regarding program requirements or eligibility, please contact:

ServiceOntario

Monday to Friday, 8:30 a.m. to 5:00 p.m. Eastern time, excluding holidays.

Toll-free: 1-855-216-3090

TTY: 416-325-3408

Toll-free TTY: 1-800-268-7095

emocommunitygrants@ontario.ca

Appendices

Appendix A: Potential provincial emergency hazards/events

Source: Office of the Fire Marshal and Emergency Management Hazard Identification Report 2019

Hazard	Description
Agriculture and Food	
Farm animal disease	Animal Diseases: Any deviation of the farm animal body from its normal or healthy state. Infectious diseases can spread from animals to animals and from animals to humans (zoonotic). Foreign Animal Diseases (FAD): Animal diseases that are foreign to Canada. Some diseases are eradicated within Canada. There are also diseases that have never been diagnosed within the country but exist internationally. These outside sources of disease present a threat to the Canadian livestock population (e.g., Notifiable Avian Influenza, Foot and Mouth). Animal Hazards: Condition that affect domestic livestock and wild species and may in turn have an impact on human health and safety (i.e., radiation sickness due to nuclear incidents, lead poisoning).
Food contamination	Food contamination: Broadly defined as any situation that involves or could involve food which might pose a high risk to humans. The contamination or adulteration of food by physical, chemical or biological agents is invariably the cause of such emergencies. Food-borne hazard: A biological, chemical, or physical agent in, or a condition of, food that has the potential to cause an adverse health effect. Food-borne illness: Human illness with evidence indicating a food was the source of exposure to the contaminant causing illness. Food-borne illness occurs when a person consumes food contaminated with bacteria, viruses, parasites, or toxins
Plant disease or infestation	Plant Disease: Generally defined as any series of harmful physiological processes caused by irritation of the plant by some invading agent. These invading agents are typically referred to as plant pathogens, and include viruses, bacteria, fungi and algae. Pest Infestation: An invasion by plant pests classified by the feeding habits of the pest: either foliage feeding or root feeding.
Environmental	
Avalanche	A snow avalanche ensues when a pent-up snow mass loses its hold and is discharged from a slope.

Hazard	Description
Drought or low water	Drought (also referred to as a period of low water) is an extended period, with one or more of the following: • Three months or greater with below average precipitation which may be combined with high rates of evaporation. • Conditions in which the water levels in streams are at the minimum required for the survival of aquatic life. Water must be rationed only for high priority uses since many wells are becoming dry. • Conditions that have socioeconomic impacts that are felt over a much larger area than the individual properties that the drought/low water conditions have been reported at.
Earthquake	An earthquake occurs when rocks break and slip along a fault in the earth. Energy is released during an earthquake in several forms, including as movement along the fault, as heat, and as seismic waves that radiate out from the "source" in all directions and cause the ground to shake, sometimes hundreds of kilometers away.
Erosion	The gradual wearing away and removal of soil or rock particles by water, ice, snow, air, plants, animals, or humans. Eroded sediment or dissolved material may be transported just a few millimetres, or thousands of kilometres.
Extreme cold	Extreme cold events occur when winter temperatures drop significantly below average for that time of the year.
Extreme heat	Extreme heat is when: a) the temperature for a region is significantly above the average high for an extended period b) the average daytime high and nighttime minimums are expected to be above a certain temperature; or c) there is a high humidex.
Flood	An overflow or inundation of water from a river or other body of water, or over land, which causes or threatens damage
Fog	A cloud at the earth's surface, consisting of tiny water droplets, or under very cold conditions, ice crystals or ice fog. It is generally found in calm or low wind conditions. Under foggy conditions, visibility is reduced to less than 1 kilometre.
Hurricane	Hurricanes are tropical cyclones that occur in the Atlantic Ocean and northeastern Pacific Ocean, with maximum sustained surface winds of at least 118 km/h. Tropical cyclone is a generic term for the family of tropical low-pressure systems, including tropical depressions, tropical storms, and hurricanes.

Hazard	Description
	Hurricanes are known as typhoons in the western Pacific, very severe cyclonic storms in the North Indian Ocean, and severe tropical cyclones in Australia.
Landslide	A landslide is any type of slope failure or downward movement of rock and/or sediment. The flow of soil (earth or debris) or rock down a slope can range from a few cubic meters to more than 10 km.
Land subsidence	Land subsidence is a gradual settling or sudden sinking of the Earth's surface owing to subsurface movement of earth materials.
Lightning	Lightning is an electrical discharge caused by a build-up of static electricity between thunderclouds, or between thunderclouds and the ground. It can deliver as much as 100 million volts of electricity and strike a target up to 16 kilometres away, making it an extremely dangerous form of severe weather.
Thunderstorm	Thunderstorms are local storms, usually produced by a cumulonimbus cloud and accompanied by thunder and lightning. They can bring lightning, heavy rain, hail, strong winds and tornadoes.
Storm surge	An abnormal, sudden rise of sea or lake level associated with a storm event.
Tornado	A violently rotating column of air that results in the formation of a funnel cloud that extends fully or partially from the cumuliform cloud to the surface.
Wildland fire	Any fire in forests, shrub lands and grasslands. Some are uncontrolled wildfires are started by lightning or humans. A small number are prescribed fires set by authorized forest managers to mimic natural fire processes that renew and maintain healthy forests.
High wind	High wind events can be defined as strong, non-tornadic winds that have the potential to cause damage in Ontario.
Winter weather	Winter weather is a severe weather event with varieties of precipitation that can form only at low temperatures, such as a snow, freezing rain and ice.
Extraterrestrial	
Space object crash (any)	A space object crash is any event in which a natural or human-made object falls to the earth. It may either impact the surface or produce an air burst in which the object explodes while travelling through the atmosphere.
Space weather	A collection of physical processes, beginning at the Sun and ultimately affecting human activities on Earth and in space.
Hazardous Materials	
Chemical	A chemical release is defined as the uncontrolled release of a hazardous chemical, either as a solid, liquid or a gas.

Hazard	Description
Nuclear (facility)	The source of a 'Nuclear Emergency' is a reactor facility, unlike radiological emergencies. A Nuclear Emergency is an emergency that has led to or could lead to the release of radioactive material, or exposures to uncontrolled sources of radiation, which pose, or could pose, a threat to health and safety, property, and the environment.
Oil or natural gas	The uncontrolled release of oil, natural gas, or both. The release could be from a pipeline or distribution system, vehicles, a well, a storage facility, or a combination of these.
Radiological	An emergency caused by ionizing radiation, released by a source other than a reactor facility.
Health	
Water quality	A widespread or severe incident of contamination that presents a danger to or otherwise endangers the general health and well-being of the public.
Infectious disease	An infectious disease outbreak is defined generally as a widespread incident of disease or other situation that presents a danger to the general health and well-being of the human population. Infectious diseases can become an epidemic or pandemic: • Epidemic: An outbreak of infection that spreads rapidly and affects many individuals in a given area or population at the same time. • Pandemic: An epidemic occurring worldwide, crossing international boundaries and usually affecting a large number of people.
Substance use and overdose	A public health emergency resulting from problematic or harmful use of prescription drugs or other controlled substances.
Public Safety	
Active threat	An active threat is a situation where an individual is actively engaged in killing or attempting to kill people in a populated area.
Civil disorder	A group or groups of people engaged in act of civil disobedience (such as a demonstration, riot, or strike) that disrupts a business, organization or community and requires intervention to maintain public safety.
Crowd disaster	Incidents resulting from crowd forces or behaviour that reach levels that difficult to resist or control.

Hazard	Description
Cyber attack	An attack via cyberspace, for the purpose of disrupting, disabling, destroying, or maliciously controlling a computing environment/infrastructure; or destroying the integrity of the data or stealing controlled information.
Electromagnetic pulse	An EMP is a burst of electromagnetic energy produced by weapons designed and deployed with the intent to produce EMP. An EMP can occur as a radiated, electric, or magnetic field or a conducted electric current, depending on the source.
Geopolitical pressures	The influence of foreign and national geopolitical pressures originating beyond Ontario provincial political boundaries, leading to an imminent or real threat to the province.
Sabotage	Any acts of coercion, collusion, tampering, destruction, corruption or subversive actions, intended to cause disruption or damage and a threat to public safety In acts of sabotage, physical human injury is not the intent of the action.
Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE)	CBRNE materials that are intentionally released with malicious intent to cause harm to humans, property, business, or the environment. These materials can be weaponized or non-weaponized.
Structural	
Dam failure	The uncontrolled release of stored water due to the breaching or destruction of a dam or barrier intended to hold back water or other fluids.
Fire explosion	Fire: A rapid oxidation process, which is a chemical reaction resulting in the evolution of light and heat in varying intensities. Any instance of destructive and uncontrolled burning, including explosions. Explosion: The sudden conversion of potential energy (chemical, mechanical, or nuclear) into kinetic energy that produces and violently releases gas.
Mine	An unplanned event that jeopardizes the structural integrity, ground stability, or normal conditions of a mine site or mining plant that presents a risk to the safety of workers, people near the mine, the property of the mine, the environment or the economy. This hazard can be divided into two parts; •operational mine emergencies, and •abandoned mine emergencies.
Structural failure	The loss of structural integrity in a building or structure that results in the structure losing shape, caving in, or being flattened or reduced to debris.

Hazard	Description
Supply and Distribution	
Communications failure	Events where loss of standard radio, mobile or landline telecommunications, Internet, or satellite-based networks or devices results in communications failure.
Electrical energy failure	A disruption of electrical power generation, transmission or distribution, leading to severe concerns.
Food shortage	Food Shortages result from events adversely affecting the food supply through changes in food security, food quality, or food safety, which threaten the wellbeing of the public.
Medical drug, blood product, or supply shortage	A medical drug, blood product or supplies shortage emergency refers to a disruption in the manufacture, supply and/or distribution of blood products, drugs and/or medical supplies, including many that are needed for life-threatening conditions.
Petroleum product shortage	A Petroleum Product Shortage emergency refers to a disruption in the supply, refinement or transmission of petroleum products such as diesel, heating fuels, and propane, gasoline, oil or natural gas.
Water or wastewater disruption	The disruption of infrastructure that manages potable water, used wastewater or sewage, causing emergency conditions. This includes any combination of domestic, industrial, or commercial activities, surface runoff or storm water, and any sewer inflow or sewer infiltration.
Transportation	
Aviation	Transportation emergencies involving aircraft.
Marine	Transportation emergencies involving marine vehicles and/or incidents in waterways, including in water below ice.
Public transit systems	Result when disruptions of public transit systems are significant enough to cause serious financial, reputational, economic, social or other consequences to the community.
Rail, light rail, or subway	An emergency involving railway vehicles travelling on a railway track or railway line with a set of two parallel rows of long pieces of steel and is intended to be kept separate from road ways and other vehicular traffic although it may occasionally intersect it. Funicular vehicles are not included.
Road and highway	Transportation emergencies involving road vehicles on roadways or highways.

Appendix B: Program definitions/glossary

Baseline: the before measurement that is taken before the project begins or any actions were applied. The baseline value should be below the target value

Capacity: the amount that something can produce (e.g., the organization aims to increase training capacity).

Capital expenses: expenditures to acquire, construct or upgrade physical assets.

Emergency: a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

Equipment: equipment is a tangible asset that benefits an organization over several years of use.

Operating expenses: the cost an organization spends on an ongoing, day to day basis and for the purpose of this funding, must be directly tied to project execution and completion.

Preparedness: Actions taken prior to an emergency or disaster to ensure an effective response. These actions include the formulation of emergency response plans, business continuity/continuity of operations plans, training, exercises, and public awareness and education.

Supplies: supplies are used to support operations, and are often exhaustible and have a limited lifespan after they've served their purpose

Target: the quantifiable benchmarks you want to reach to meet your project goals

Appendix C: List eligible municipalities, population under 100,000 (Statistics Canada data from 2021)

Addington Highlands (Township)	Assiginack (Township)	Brant (County)
Adelaide Metcalfe (Township)	Athens (Township)	Brethour (Township)
Adjala-Tosorontio (Township)	Atikokan (Town of)	Brighton (Municipality of)
Admaston-Bromley (Township)	Augusta (Township)	Brock (Township)
Alberton (Township)	Aurora (Town of)	Brockton (Municipality of)
Alfred and Plantagenet (Township)	Aylmer (Town of)	Brockville (City of)
Algonquin Highlands (Township)	Baldwin (Township)	Brooke-Alvinston (Municipality of)
Alnwick-Haldimand (Township)	Bancroft (Town of)	Bruce (County)
Amaranth (Township)	Bayham (Municipality of)	Bruce Mines (Town of)
Amherstburg (Town of)	Beckwith (Township)	Brudenell, Lyndoch and Raglan (Township)
Armour (Township)	Belleville (City of)	Burk's Falls (Village of)
Armstrong (Township)	Billings (Township)	Burpee and Mills (Township)
Arnprior (Town of)	Black River-Matheson (Township)	Caledon (Town of)
Arran-Elderslie (Municipality of)	Blandford-Blenheim (Township)	Callander (Municipality of)
Ashfield-Colborne- Wawanosh (Township)	Blind River (Town of)	Calvin (Municipality of)
Asphodel-Norwood (Township)	Bluewater (Municipality of)	Carleton Place (Town of)
	Bonfield (Township)	Carling (Township)
	Bonnechere Valley (Township)	Carlow-Mayo (Township)
	Bracebridge (Town of)	
	Bradford West Gwillimbury (Town of)	

Casey (Township)	Cobourg (Town of)	East Ferris (Municipality of)
Casselman (Municipality of)	Cochrane (Town of)	East Garafraxa (Township)
Cavan Monaghan (Township)	Cockburn Island (Township)	East Gwillimbury (Town of)
Central Elgin (Municipality of)	Coleman (Township)	East Hawkesbury (Township)
Central Frontenac (Township)	Collingwood (Town of)	East Zorra-Tavistock (Township)
Central Huron (Municipality of)	Conmee (Township)	Edwardsburgh-Cardinal (Township)
Central Manitoulin (Municipality of)	Cornwall (City of)	Elgin (County)
Centre Hastings (Municipality of)	Cramahe (Township)	Elizabethtown-Kitley (Township)
Centre Wellington (Township)	Dawn-Euphemia (Township)	Elliot Lake (City of)
Chamberlain (Township)	Dawson (Township)	Emo (Township)
Champlain (Township)	Deep River (Town of)	Englehart (Town of)
Chapleau (Township)	Deseronto (Town of)	Enniskillen (Township)
Chapple (Township)	Dorion (Township)	Erin (Town of)
Charlton and Dack (Municipality of)	Douro-Dummer (Township)	Espanola (Town of)
Chatsworth (Township)	Drummond-North Elmsley (Township)	Essa (Township)
Chisholm (Township)	Dryden (City of)	Essex (Town of)
Clarence-Rockland (City of)	Dubreuilville (Township)	Evanturel (Township)
Clearview (Township)	Dufferin (County)	Faraday (Township)
Cobalt (Town of)	Dutton-Dunwich (Municipality of)	Fauquier-Strickland (Township)
	Dysart et al (Municipality of)	Fort Erie (Town of)
	Ear Falls (Township)	

Fort Frances (Town of)	Grey Highlands (Municipality of)	Horton (Township)
French River (Municipality of)	Grimsby (Town of)	Howick (Township)
Front of Yonge (Township)	Guelph-Eramosa (Township)	Hudson (Township)
Frontenac (County)	Haldimand (County)	Huntsville (Town of)
Frontenac Islands (Township)	Haliburton (County)	Huron (County)
Gananoque (Town of)	Halton Hills (Town of)	Huron East (Municipality of)
Gauthier (Township)	Hamilton (Township)	Huron Shores (Municipality of)
Georgian Bay (Township)	Hanover (Town of)	Huron-Kinloss (Township)
Georgian Bluffs (Township)	Harley (Township)	Ignace (Township)
Georgina (Town of)	Harris (Township)	Ingersoll (Town of)
Gillies (Township)	Hastings (County)	Innisfil (Town of)
Goderich (Town of)	Hastings Highlands (Municipality of)	Iroquois Falls (Town of)
Gordon-Barrie Island (Municipality of)	Havelock-Belmont- Methuen (Township)	James (Township)
Gore Bay (Town of)	Hawkesbury (Town of)	Jocelyn (Township)
Grand Valley (Town of)	Head, Clara and Maria (Township)	Johnson (Township)
Gravenhurst (Town of)	Hearst (Town of)	Joly (Township)
Greater Madawaska (Township)	Highlands East (Municipality of)	Kapuskasing (Town of)
Greater Napanee (Town of)	Hilliard (Township)	Kawartha Lakes (City of)
Greenstone (Municipality of)	Hilton Beach (Village of)	Kearney (Town of)
	Hilton (Township)	Kenora (City of)
	Hornepayne (Township)	Kerns (Township)
		Killaloe, Hagarty and Richards (Township)

Killarney (Municipality of)	Leeds and Grenville (United Counties of)	Marmora and Lake (Municipality of)
Kincardine (Municipality of)	Leeds and the Thousand Islands (Township)	Matachewan (Township)
King (Township)	Lennox and Addington Co	Mattawa (Town of)
Kingsville (Town of)	Limerick (Township)	Mattawan (Municipality of)
Kirkland Lake (Town of)	Lincoln (Town of)	Mattice-Val Côté (Township)
La Vallee (Township)	Loyalist (Township)	McDougall (Municipality of)
Laird (Township)	Lucan Biddulph (Township)	McGarry (Township)
Lake of Bays (Township)	Macdonald, Meredith and Aberdeen Additional Tp	McKellar (Township)
Lake of the Woods (Township)	Machar (Township)	McMurrich-Monteith (Township)
Lakeshore (Municipality of)	Machin (Municipality of)	Mcnab-Braeside (Township)
Lambton Shores (Municipality of)	Madawaska Valley (Township)	Meaford (Municipality of)
Lanark (County)	Madoc (Township)	Melancthon (Township)
Lanark Highlands (Township)	Magnetawan (Municipality of)	Merrickville-Wolford (Village of)
Larder Lake (Township)	Malahide (Township)	Middlesex Centre (Municipality of)
LaSalle (Town of)	Manitouwadge (Township)	Middlesex (County)
Latchford (Town of)	Mapleton (Township)	Midland (Town of)
Laurentian Hills (Town of)	Marathon (Town of)	Minden Hills (Township)
Laurentian Valley (Township)	Markstay-Warren (Municipality of)	Minto (Town of)
Leamington (Municipality of)		Mississippi Mills (Municipality of)

Mono (Town of)	North Dumfries (Township)	Oliver Paipoonge (Municipality of)
Montague (Township)		
Moonbeam (Township)	North Dundas (Township)	Opasatika (Township)
Moosonee (Town of)		Orangeville (Town of)
Morley (Township)	North Frontenac (Township)	Orillia (City of)
Morris-Turnberry (Municipality of)	North Glengarry (Township)	Oro-Medonte (Township)
Mulmur (Township)	North Grenville (Municipality of)	Otonabee-South Monaghan (Township)
Muskoka (District Municipality)	North Huron (Township)	Owen Sound (City of)
Muskoka Lakes (Township)	North Kawartha (Township)	Papineau-Cameron (Township)
Nairn and Hyman (Township)	North Middlesex (Municipality of)	Parry Sound (Town of)
Neebing (Municipality of)	North Perth (Municipality of)	Pelee (Township)
New Tecumseth (Town of)	North Stormont (Township)	Pelham (Town of)
Newbury (Village of)		Pembroke (City of)
Newmarket (Town of)	Northeastern Manitoulin and The Islands (Municipality of)	Penetanguishene (Town of)
Niagara Falls (City of)		
Niagara-on-the-Lake (Town of)	Northern Bruce Peninsula (Municipality of)	Perry (Township)
Nipigon (Township)		Perth (County)
Nipissing (Township)	Northumberland (County)	Perth East (Township)
Norfolk (County)	Norwich (Township)	Perth South (Township)
North Algona Wilberforce (Township)	O'Connor (Township)	Perth (Town of)
North Bay (City of)	Oil Springs (Village of)	Petawawa (Town of)
		Peterborough (City of)
		Peterborough (County)
		Petrolia (Town of)

Pickering (City of)	Russell (Township)	South Dundas (Municipality of)
Pickle Lake (Township)	Ryerson (Township)	South Frontenac (Township)
Plummer Additional (Township)	Sables-Spanish Rivers (Township)	South Glengarry (Township)
Plympton-Wyoming (Town of)	Sarnia (City of)	South Huron (Municipality of)
Point Edward (Village of)	Saugeen Shores (Town of)	South River (Village of)
Port Colborne (City of)	Sault Ste. Marie (City of)	South Stormont (Township)
Port Hope (Municipality of)	Schreiber (Township)	Southgate (Township)
Powassan (Municipality of)	Scugog (Township)	Southwest Middlesex (Municipality of)
Prescott and Russell (United Counties of)	Seguin (Township)	South-West Oxford (Township)
Prescott (Town of)	Selwyn (Township)	Southwold (Township)
Prince Edward Co	Severn (Township)	Spanish (Town of)
Prince (Township)	Shelburne (Town of)	Springwater (Township)
Puslinch (Township)	Shuniah (Municipality of)	St. Charles (Municipality of)
Quinte West (City of)	Sioux Lookout (Municipality of)	St. Clair (Township)
Rainy River (Town of)	Sioux Narrows-Nestor Falls (Township)	St. Joseph (Township)
Ramara (Township)	Smiths Falls (Town of)	St. Marys (Town of)
Red Lake (Municipality of)	Smooth Rock Falls (Town of)	St. Thomas (City of)
Red Rock (Township)	South Algonquin (Township)	Stirling-Rawdon (Township)
Renfrew (County)	South Bruce (Municipality of)	Stone Mills (Township)
Renfrew (Town of)	South Bruce Peninsula (Town)	
Rideau Lakes (Township)		

Stormont, Dundas and Glengarry (United Counties of)	The North Shore (Township)	Wellesley (Township)
Stratford (City of)	Thessalon (Town of)	Wellington (County)
Strathroy-Caradoc (Municipality of)	Thornloe (Village of)	Wellington North (Township)
Strong (Township)	Thorold (City of)	West Elgin (Municipality of)
Sundridge (Village of)	Tillsonburg (Town of)	West Grey (Municipality of)
Tarbutt (Township)	Timmins (City of)	West Lincoln (Township)
Tay (Township)	Tiny (Township)	West Nipissing (Municipality of)
Tay Valley (Township)	Trent Hills (Municipality of)	West Perth (Municipality of)
Tecumseh (Town of)	Trent Lakes (Municipality of)	Westport (Village of)
Tehkummah (Township)	Tudor and Cashel (Township)	Whitchurch-Stouffville (Town of)
Temagami (Municipality of)	Tweed (Municipality of)	White River (Township)
Temiskaming Shores (City of)	Tyendinaga (Township)	Whitestone (Municipality of)
Terrace Bay (Township)	Uxbridge (Township)	Whitewater Region (Township)
Thames Centre (Municipality of)	Val Rita-Harty (Township)	Wilmot (Township)
The Archipelago (Township)	Wainfleet (Township)	Wollaston (Township)
The Blue Mountains (Town of)	Warwick (Township)	Woodstock (City of)
The Nation (Municipality of)	Wasaga Beach (Town of)	Woolwich (Township)
	Wawa (Municipality of)	Zorra (Township)
	Welland (City of)	

Appendix D: Emergency Management Ontario sector list and maps

Refer to maps for sector boundaries

- Albany
- Amethyst
- Bruce
- Capital
- Golden Horseshoe
- Killarney
- Lakes
- Loyalist
- St. Clair
- Severn



