

Coal Community Transition Fund



PROGRAM OVERVIEW

The Coal Community Transition Fund (CCTF) is an initiative to support municipalities and First Nations impacted by the phase-out of coal in Alberta.

The CCTF will enable communities impacted by the phase-out of coal in Alberta's electricity system to undertake economic development initiatives that will support the transition away from economic reliance on coal-fired electricity generation.

For an application to be eligible, it must align with one or more of the following program objectives:

- demonstrates that the initiative will have social and economic impacts in the community and/or region;
- develops and supports community transition planning towards long-term economic sustainability; or
- implements economic strategies that improve the local and/or regional business environment or increases investment attraction.

Eligible applicants can apply for projects that build economic development capacity, strengthen approaches to improve economic conditions, and aid municipal transition towards long-term economic stability.

Successful applicants will receive the grant up front so their project can commence immediately.

Only one application per eligible entity will be accepted. An applicant can either submit a collaborative regional application or their own application. Applicants that submit regionally collaborative applications will be given priority.

The intake period for the CCTF program will run from September 11, 2017 to November 30, 2017 at midnight MST.

ELIGIBLE ENTITIES

Entities eligible for funding under the CCTF include:

The following entities are eligible to submit applications:

- City of Spruce Grove
- County of Paintearth No.18
- Flagstaff County
- Leduc County
- Parkland County
- Paul First Nation
- Special Area No. 2
- Summer Village of Seba Beach
- Town of Castor
- Town of Coronation

- Town of Grande Cache
- Town of Hanna
- Town of Stony Plain
- Town of Thorsby
- Village of Forestburg
- Village of Halkirk
- Village of Wabamun
- Village of Warburg
- Village of Youngstown

EXAMPLES OF ELIGIBLE ACTIVITIES

For a project to be eligible under the CCTF, it must align with one or more of the following program objectives:

1. Identify social and economic impacts of the proposed project in the community or region;

Examples of initiatives could include:

- Development of social and economic impact studies.
- Gap analysis and regional economic and social asset mapping.
- Sector and industry analysis to identify emerging opportunities at the community or regional level.

2. Develop and support community transition planning towards long-term economic sustainability;

Examples of initiatives could include:

- Development of economic, strategic and/or regional transition plans.
- Establishment of a task force or committee responsible for transition planning.
- Facilitation of stakeholder consultations and/or community surveys.
- Identification of opportunities for economic diversification.

3. Implement economic strategies that improve the local business environment and/or increase investment retention and attraction

Examples of initiatives could include:

- Investment attraction and promotion initiatives including marketing programs, trade shows and lead generation.
- Business coaching and training for businesses in communities that lack these resources.

The examples listed above are not an exhaustive list of initiatives that an applicant can undertake. Additionally, undertaking one of the above examples does not guarantee the applicant funding.

INELIGIBLE PROJECT COSTS

The CCTF does not support costs related to:

- travel and accommodation expenses of any kind;
- hospitality and entertainment costs (food, alcohol);
- gifts, contests, prizes, awards, trophies, plaques;
- contingency and miscellaneous costs;
- legal fees, taxes, audit, insurance;
- membership fees;
- sponsorship;
- land acquisition;
- funding for wages or remuneration that exceeds 18 months;
- expenses and costs for studies already incurred;
- major infrastructure;
- projects that may duplicate existing provincial or federal economic development initiatives in the community or region applying for funding;
- non-arm's length transactions (payments to an affiliated organization, payments to Directors/Board Members or their families);
- debt reduction;
- lobbying or advocacy activities;
- expenses related to preparation of funding applications, committee planning meetings;
- fundraising and similar activities not related directly to the project;
- retroactive funding for costs that have already been incurred prior to application submission; and
- expenses occurred in the formation of a new community or regional economic development organization.

The list of ineligible project costs is subject to change to respond to the Government of Alberta's priorities.

PROPOSAL CRITERIA

Proposals from affected municipalities and/or First Nations will be evaluated on a case-by-case basis. The proposal must:

- Be no longer than 10 pages in length.
- Include a project plan and timelines outlining key milestones.
- Include a thorough budget breakdown outlining how the funds will be spent.

Each proposal will be reviewed to ensure alignment with the following:

- The proposal opportunity aligns with the program objectives (listed on page 2).
- The proposal supports the priorities and transitional needs of the impacted municipality and/or First Nation.
- The proposal outlines the short and long-term benefits to the municipality and/or First Nation.

APPLICATION PROCESS & DEADLINES

To apply to the CCTF, applicants must:

- Email an electronic copy of their proposal to cares.program@gov.ab.ca.

Intake for the program will run from September 11, 2017 to November 30, 2017 at midnight MST.

FUNDING PARAMETERS

The funding parameters for the CCTF are as follows:

- Successful applicants will receive the grant up front so that their project can commence immediately.
- No matching funding is required.
- The approved funding amount may be lower than the amount requested.
- Applicants will have a maximum of two years from the date they receive the funding to expend it.

Important notes:

- Grant funding not used or accounted for in accordance with the approved eligible budget is repayable by the recipient to the Government of Alberta.
- The grant recipient is required to notify the Program Administrator if the project cannot be completed. If this happens, the applicant may be required to repay to the Government of Alberta a portion or all of the grant amount. The amount of funding to be repaid will be at the discretion of the Program Administrator according to defined approval authority.
- If the actual project costs are less than the approved budget, the applicant has two options:
 - Submit a written request to expand the scope of the project, and if approved, apply the unexpended funds to this purpose; OR
 - Send in a cheque made payable to the Government of Alberta for the remaining unexpended funds once the final amount has been confirmed by the Program Administrator.

ADDITIONAL INFORMATION

Funding Sources

All funding sources for the proposed projects must be disclosed, including those from non-government entities and the private sector. The Program Administrator reserves the right to contact these entities.

Recognition

Projects funded through the program are required to acknowledge Government of Alberta support for the initiative. The Government of Alberta also reserves the right to make a joint public announcement on any

project funded by the program. For coordination of announcements and to receive appropriate communications materials, please contact the Program Administrator at cares.program@gov.ab.ca.

Freedom of Information and Privacy (FOIP)

The FOIP Act applies to any information that is provided to the Ministry of Economic Development and Trade. This information may be disclosed in response to an access request under the FOIP Act, subject to any applicable exceptions to disclosure under the Act. The personal information that is provided on the grant application form will be used for the purpose of administering the CCTF. It is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and is protected by the privacy provisions of the Act. Questions regarding FOIP can be directed to the Program Administrator.