



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR 97608

Subject: 2019/20 Ground Search and Rescue Program Grant

Dear SAR Group Presidents and Treasurers,

I am pleased to announce Alberta Municipal Affairs will provide \$150,000 in grant funding for the 2019/20 Ground Search and Rescue Program.

This grant facilitates training for search and rescue volunteers to increase the capability of Alberta's search and rescue communities to respond to ground and inland searches.

In order to maximize resources, regional collaboration of search and rescue groups is requested, with one group applying as the host for each training event. As such, groups interested in applying should work closely with other search and rescue groups in their area.

The guidelines and project application form are available on the Office of the Fire Commissioner's website at www.ofc.alberta.ca/grant-funded-training. If you have questions regarding the grant or program guidelines, please contact the grants coordinator at 1-866-421-6929 or firecomm@gov.ab.ca.

I wish you all the best with your training projects.

Yours very truly,


Honourable Kaycee Madu
Minister of Municipal Affairs

Ground Search and Rescue Training Grant Guidelines

2019/2020

Program Objectives

What is the Ground Search and Rescue Program and what does it do?

Provide an effective and cost-efficient mechanism for increased training capacity that results in greater numbers and competency of trained ground search and rescue and technical rescue personnel.

This program expands and enhances opportunities for ground search and rescue training.

Key outcomes of this program include:

- Increasing the capability of Alberta's search and rescue communities to respond to ground and inland searches
- Enhancing Alberta's system for managing emergencies

Program Eligibility

Eligible entities include:

Volunteer Ground Search and Rescue and technical rescue groups serving Albertans.

Ineligible entities include:

- Groups that do not have a current proof of registration under the *Alberta Societies Act*.
- Groups that did not meet previous years' compliance requirements.

What projects are eligible for funding?

See Appendix 1 for eligible courses and activities.

Ineligible project costs:

- Capital or equipment purchases, upgrades or repairs
- Training carried out before the Minister signs the Conditional Grant Agreement
- Student wages, travel, meals or subsistence.

Funding Conditions

What funds are available and how are they allocated?

Grant allocation will be dependent on the course/exercise/workshop being offered, the number of participating stakeholders, and the benefit to the region in terms of improving the safety system.

How are funds distributed?

Funding is made as a lump-sum payment for the eligible course/exercise/workshop.

What requirements must I comply with in order to receive funds?

- You must have met all conditions of any previous grants that your group/organization received.
- Your group/organization has to agree to cover any costs over and above the grant.
- Submit an application form by the deadline, including letters of support. If successful, your group/organization will receive written notice from the Minister and two copies of a Conditional Grant Agreement (CGA) for signature by both the President and Treasurer of SAR group. After the Minister or his representative signs the CGA, training can start.

Application Process

How do I apply for funding?

Print off or fill in the application form online at <https://www.alberta.ca/grants-for-fire-and-rescue-training.aspx>.

Mail, fax or email the completed application and supporting documents to:

Grants Administrator
Public Safety Division
Alberta Municipal Affairs
16th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4

firecomm@gov.ab.ca

All applications must be received by January 15, 2020.

How will my application be evaluated?

Applications will be evaluated on history of past training received, a detailed training plan included in the application and regional training needs.

Please note there is an emphasis on teams working together in regions (as much as geography allows). Applications that benefit multiple stakeholders and provide maximum benefit to the Alberta public safety system will get priority.

If I am collaborating with another ground search and rescue group, which group/organization submits the application?

The collaborating ground search and rescue or technical rescue groups involved must decide which group or organization is the project manager for the project. The organization serving as project manager is responsible for all administrative requirements of the program, such as submitting the grant application on behalf of the collaborating groups and/or organizations and entering into a conditional grant agreement with the Government of Alberta to manage grant funds.

When can I start training?

Training can start after the Minister or his representative has signed the Conditional Grant Agreement (CGA). The CGA comes into effect on the date it was signed, as per section 6 of the agreement.

I have a question or need to request and extension. How do I do this?

Email the Grants Coordinator at firecomm@gov.ab.ca and request a Course Change/Extension form.

***NOTE:**

- All Course Change/Extension forms must be received prior to April 1, 2021.
- Compliance with the terms of the CGA is mandatory.
- Any unexpended portion of the grant and/or any amounts expended for purposes other than those specified in the CGA Agreement must be returned.

What if I disagree with the Government of Alberta's decision on my application?

The Minister's decisions regarding grant funding are final.

ALL courses must be delivered by May 31, 2021.

Reporting Requirements

You must complete the Reporting Documents form and submit it by June 30, 2021.

Download this form online at <https://www.alberta.ca/grants-for-fire-and-rescue-training.aspx>

What happens if the scope of my project changes?

Any material changes to the training plan, schedule or budget approved under this grant will require notification to, and approval by, Alberta Municipal Affairs.

Call the Grants Coordinator toll free at 1-866- 421-6929 or email firecomm@gov.ab.ca to obtain an extension request/course change form. Submission deadline for amendment requests is April 1, 2021. **ALL COURSES MUST BE DELIVERED BY MAY 31, 2021.**

Appendix 1 – Course name and description

SAR Leadership/Management

Course Name	Course Description
2-day Team Leader	SAR-trained and experienced volunteers learn the necessary management skills to lead and conduct the resources during a search.
2-day SAR Search Manager Recertification	This refresher course focusing on initial response is a priority course. Teams in regions are encouraged to train together and to bring in their local police to participate in this course. Participation is limited to certified Search Managers.
Tabletop Exercise	Exercises focusing on SAR management in a regional or multi-team participation.
Provincial Exercise	Live exercise utilizing resources typically involved in SAR activities. This exercise has resources from across the province.
5-day Search Manager	SAR trained and experienced volunteers learn the necessary management skills to lead and conduct a search.
Train the Trainer	Participants learn to teach the basic entry level search and rescue skills and theory.
Search and Rescue Training	Specialized training programs (will be evaluated on a case by case basis).

Basic SAR Skills

Course Name	Course Description
ATV Safety Course	In accordance with Canada Safety Council Standard.
Boating Course	In accordance with Canada Safety Council Standard.
Snowmobile Course	In accordance with Canada Safety Council Standard.
Man-tracking	Participants learn to use clues and evidence left behind by the missing person(s).
GPS Training	As applicable to course, but application must include an explanation of the course required, number of attendees anticipated, and substantiation of the requirement.
SAR Searcher Course	Participants learn the basic entry level search and rescue skills and theory.
Search and Rescue Training	Specialized training programs (will be evaluated on a case by case basis).

Rescue Skills

Course Name	Course Description
Wilderness First Aid	Basic and/or advanced course. Wilderness First Aid at the St. John's Ambulance or Red Cross level includes a recertification for Basic First Aid/CPR/AED.
Swift Water Rescue	As applicable to course, but application must include an explanation of the course required, number of attendees anticipated, and substantiation of the requirement.
Rope Rescue	NFPA 1006 or British Columbia Cave Standard. Application must include an explanation of the course required, number of attendees anticipated, and substantiation of the requirement.
Standard First Aid	In accordance with the Red Cross or St. John's Ambulance curriculum. See also Wilderness First Aid above.
Specialized Technical	As applicable to course, but application must include an explanation of the course required, number of attendees anticipated, and substantiation of the requirement.
Search and Rescue Training	Specialized training programs (will be evaluated on a case by case basis).