

Date of Application: _____

Fiscal Year(s): _____

JEPP APPLICATION COVER SHEET

Community Applying: _____

Regional EMO Emergency Officer: _____

Project Coordinator: _____

Telephone Number: _____

Email Address: _____

Mailing Address: _____

Alternate Coordinator: _____

Title of Project: _____

Describe the complete project in brief: _____

Total cost – **subtract GST:** **\$** _____

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OFFICE USE ONLY

Application Number: _____

Approved: _____

Not Approved: _____

Joint Emergency Planning Program Project Proposal

Date	Name of Community	
Mailing Address		
Project Coordinator's Name		
Phone	Fax	Email

Title of Project (short ad descriptive, e.g. Emergency Communications)

Purpose - Indicate the proposed utilisation and emergency preparedness goal that the project is expected to attain.

Characteristics of requesting Community/Municipality - Geographic Location (provide the location of the community in relation to the other centers and describe the important geographic elements of the area, e.g. rivers, land use. It may be useful to attach a map showing location, indicating risks or other important characteristics within the municipality and surrounding region).

Population - Economic Base (indicate the significant economic activities taking place in the municipality including industry, business, recreation, transportation, etc. - in relative order of economic importance). You may wish to highlight specific activities which represent a risk within the municipality

Hazard Analysis - Identify, evaluate (Low, Medium, High) and provide detail on the 10 most serious risks to the municipality represented by natural or human caused hazards. You may attach a completed hazard analysis for your community.

Regional Characteristics - Provide pertinent information on other communities that the project will support.

Training - Indicate emergency management and specialised first responder training (hazardous materials, search and rescue etc.) This is a major criterion in the JEPP project proposal.

Resources - Provide detail (numbers of personnel and equipment) on local emergency services resources such as fire, police, ambulance, hospital, etc.

Financing - Financial aspects if major project requiring progress payments.

Cost Sharing ratio - indicate the cost sharing ratio you are requesting (50:50 is typical)

Project Co-ordination - identify the emergency response organisation responsible for the operation and ongoing maintenance of the project

Emergency Preparedness		
Does the municipality have an Emergency Plan?	Yes	No
Date of original plan		
Date of last amendment		
Date of last Emergency Exercise		
Does the municipality have Mutual Aid Agreements	Yes	No

Emergency Management Training		
Elected officials trained	Number	Date
Type of training:		
Emergency Coordinators Training	Date	
Type of Training:		
Emergency Responder Training	Date	
Type of Training:		

Municipal Approval	
Mayor/Reeve	Mayor/Reeve
Date	

Emergency Preparedness Advisor's Comments

Name of Community/Municipality	Date
Title of Project	
National Priorities and Criteria (Are priorities met? If so, how?)	
Comments	
Recommended	Project Ranking
Emergency Preparedness Advisor MEMO	

MEMO Coordinator's Comments

Name of Community/Municipality	Date
Title of Project	
National Priorities and Criteria (Are priorities met? If so, how?)	
Comments	
Recommended	Project Ranking
MEMO Coordinator	