



**INVESTING IN CANADA INFRASTRUCTURE PROGRAM:
GREEN STREAM STAGE II**

Program Guide - 2021 Intake

July 2021

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Investing in Canada Infrastructure Program – Green Stream
Ontario Program Guidelines

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1. Program Overview

The Investing in Canada Infrastructure Program (ICIP) is a federal-provincial infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities and support a low-carbon economy.

Through ICIP, the federal government is providing \$11.8 billion in federal infrastructure funding to cost-share projects under the following five streams:

- Public Transit
- **Green Infrastructure**
- Community, Culture and Recreation
- Rural and Northern Communities
- COVID-19 Resilience Infrastructure

The Green stream includes up to \$7.12 billion in combined federal, provincial and other partner funding over 10 years for projects across three federal sub-streams that advance outcomes associated with climate change mitigation, environmental quality and disaster mitigation.

This intake will provide up to \$240 million in combined federal and provincial funding and will prioritize drinking water projects that address critical health and safety issues associated with water infrastructure under the Environmental Quality sub-stream. Projects under this intake are subject to a \$5 million funding cap for total eligible costs.

Out of the \$240 million funding envelope, there is approximately \$24 million set aside for First Nation applicants as a designated funding carve-out. This ensures a protected minimum funding amount for First Nation communities to balance community needs and priorities.

2. Objectives – Green Stream Intake 2021

Eligible projects under this intake must meet the following federally determined project outcome:

- Increase **access to potable water**

This funding intake is a competitive process. Funding approval is not guaranteed.

3. Applicant Eligibility

3.1 Overview

To target funding where it is needed most, eligible applicants for the intake include:

- Municipalities with a population of 100,000 or less based on 2016 Statistics Canada Census data;
- First Nation communities in Ontario, defined as a Band under the *Indian Act* with a population of 100,000 or less; and,
- Local Services Boards that own and operate drinking water infrastructure and serve populations under 100,000 (or are within a municipality that is under 100,000).

Note:

- Privately-owned drinking water systems (e.g. year-round, non-municipal residential systems) are not eligible for this program.
- First Nation applicants are eligible under a funding carve-out within the project funding envelope of approximately \$24 million in federal-provincial funding.

3.2 Joint Applications

Joint projects between multiple eligible applicants are encouraged and additional consideration will be given to joint projects as part of the assessment. Joint projects are those where each **co-applicant contributes financially** to the project. For example, a joint project with three eligible co-applicants can submit a project with a combined total eligible cost of up to \$15 million, with the maximum federal-provincial funding amount to be determined by adding together the individual, maximum federal-provincial funding for each eligible applicant. All applicants and co-applicants must meet the applicant eligibility criteria.

If a joint project is submitted, it counts as a project put forward for each individual applicant (i.e., a municipality, First Nation community or Local Services Boards cannot submit a joint application in addition to a stand-alone application). If a joint project is approved, the lead applicant will be required to sign a transfer payment agreement with the province and enter into a partnership agreement with the other eligible co-applicant(s) that will be contributing to the project. Funds will only be made available to the lead applicant, who is responsible for the financial management of the project and meeting reporting requirements. The lead applicant must own the asset for which funding is being sought.

Lead applicants that submit an application as a joint project are confirming that their funding partner will provide financial support to the project and that this funding is secured.

Upper and/or lower tier municipalities that are contributing to a project based on established cost sharing practices should not be listed as co-applicants; that funding should be listed as part of the recipient contribution. If you have more questions about this please contact ICIPGreen@ontario.ca.

Note: Ahead of submitting a joint application, applicants should discuss the allocation of responsibilities set out in the Integrated Bilateral Agreement between project partners.

4. Project Conditions and Eligibility

4.1 Overview

The provision of ICIP funds is governed by the Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program between the Government of Canada and the Government of Ontario that was signed on March 14, 2018 (the “Bilateral Agreement”). Transfer Payment Agreements (TPAs) will set out the terms and conditions under which the Ministry agrees to provide ICIP funds to recipients, and will provide additional details on claims, reporting, and audit requirements. TPAs will only be entered into with applicants whose projects are approved by the federal government.

4.2 Project Eligibility

(1) Capital Component:

- A project must include a capital component. A project may also include pre-construction planning and design work; however, planning and design work are not eligible as stand-alone projects, and all costs associated with preparing the application (including feasibility studies or preliminary design/engineering work) are ineligible for funding and should not be included in the scope or financials of the application. Operational costs are also ineligible. The application must include a clearly defined scope of work in order to enable a comprehensive assessment of the project (financial, technical, risk, etc.). For example, an application must clearly define how the project will increase access to potable water, address existing health and safety issues/risks and the construction activities that will be undertaken to address the issue.

(2) Eligible asset type:

- a. Drinking water assets (e.g. treatment plants, reservoirs, local pipes including the distribution system watermain and the municipal portion of service lines, pump stations)

Note: Projects can include an optimization and/or performance reviews as part of a capital project on the above asset types.

Note: Projects that rehabilitate or replace eligible infrastructure are eligible up to \$5 million in total eligible costs.

For a full listing of eligible assets see the Appendix, section B.

(3) Ineligible projects types:

- For this intake, ineligible project types include:
 - Wastewater or stormwater projects, unless they are having a direct and immediate impact on water potability in the community (e.g., rehabilitation is necessary to address cross-contamination).
 - Expansion projects that extend water services into un-serviced or partially serviced areas.
 - Projects that increase system capacity to accommodate population growth or commercial and industrial development (e.g. expansion).
 - Assets that are located on private land (e.g. campgrounds)
 - Private hookups of water systems to municipal infrastructure
 - Flood management control works:
 - This includes dams, dykes, construction of swales, berms, retention ponds, constructed creeks and planting native and perennial crops facilitating absorption of runoff.
 - “New Build” projects:
 - A project where some or all of the construction is adding/reconstructing some portion of the drinking water system could be eligible (e.g., lengthening an existing watermain, replacing a portion of the watermain with a line of a larger diameter) so long as the application demonstrates that the purpose of the project is to address an existing health and safety issue. Projects that are determined to have an objective of increasing capacity for residential or commercial end users will not be eligible for funding. This includes new private hookups to municipal infrastructure.
 - Projects receiving funding through Indigenous Services Canada for the purposes of addressing a boil water advisory are not eligible for ICIP funding under this intake.

Other requirements

- a. **Drinking water** quality following completion of a drinking water project must meet or exceed applicable provincial and federal standards.
- b. **Asset ownership:** Applicants must attest to owning and ensuring the operation of the infrastructure assets put forward for funding.
- c. **Imminent health and safety risks:** The intention of this intake is to focus on imminent, critical health and safety risks. Projects that are preventative in nature or forward-looking are not as likely to assess well compared to others.

- d. **Project cap:** This intake is for projects that have a total eligible cost (including contingency) of \$5 million or less. Applicants must scope their project to reflect a project that is aligned with this maximum. Work that represents costs in excess of \$5 million should not be part of the application for funding.
- e. **Project start by September 30, 2022:** As this intake is targeting projects addressing imminent health and safety risks, there will be a need and focus on allowing for projects to move quickly. Subject to obtaining federal approvals, projects must start work (which could include design/engineering) after federal approvals (anticipated to be received latest by June 30, 2022) and no later than September 30, 2022.
- f. **Claims based program:** As the ICIP program is claims-based and funds are reimbursed to recipients after costs have incurred and paid, successful applicants must have a financing strategy in place to cover project costs upfront. Applicants will be responsible for any cost over-runs.

4.3 Project Conditions

Projects must comply with the following conditions to be considered eligible:

- (1) **Contracting:** Contracts must be entered into after federal approval of funding. Contracts entered into before approval are not eligible for reimbursement. Successful applicants must engage in a competitive contracting process for all project- related contracts.
- (2) **Energy standards:** If the project is a building, the project must meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change.
- (3) **Accessibility standards:** Projects must meet or exceed the requirements of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws.
- (4) **Asset management plans [municipalities and Local Services Boards]:** Projects should be informed by an applicant's asset management plan (AMP). This means the proposed project was identified based on the plan's prioritized lifecycle activities (e.g., construction, maintenance, renewal, rehabilitation, replacement, etc.) for the applicable asset category. For example, if an applicant has identified drinking water needs as a priority lifecycle activity within its asset management plan, then the submission of a drinking water project would be appropriate. If a proposed project does not align with the priorities identified within an applicant's asset management plan, a strong rationale must be provided in the application form.
For more details on AMP requirements please see section 6.2.1.
- (5) **Financial sustainability:** Applicants should have a financial plan in place to operate the asset(s) and should not be dependent on or seek senior level government support for operational funding. First Nation applicants may have operational funding arrangements with

the federal government that satisfy this condition. Additionally, as ICIP is a claims-based program, applicants must also have a financing strategy to cover costs up-front as well as, any operating costs.

(6) Aboriginal Consultation/Environmental Assessment: Projects cannot start construction or site preparation until the federal government has confirmed in writing that all Environmental Assessment and Aboriginal Consultation requirements have been met. Costs associated with work that occurs on-site before federal approval will be deemed ineligible.

5. Application Process

5.1 Number of Project Submissions

Each eligible applicant can submit a maximum of **one project submission for this intake**.

If an applicant is party to a joint project submission, then participation in the joint project submission will be counted as their single project submission. Upper and/or lower tier municipalities that are contributing to a project based on established cost sharing practices should not be listed as a co-applicant; that funding should be listed as part of the recipient contribution.

5.2 Submissions and Funding Approval Steps

Step 1: Applicants must register or login online through the Province of Ontario's online grant portal, **Transfer Payment Ontario (TPON)**. Step by step support for working with the online grant portal are found [here](#). Full details on the application can be found by following the Submitting for Funding link from the TPON landing page. For full functionality, the support tool link must be opened in Internet Explorer, and the application form itself in Adobe Reader. When filling out the application, please review your organization's contact information carefully. If the program area is unable to make contact with a project representative in a timely manner an application can be deemed incomplete. Only authorized representatives of the applicant organization should be included on the form (consultants should not be named as the point of contact).

Step 2: Applicants must fully complete one Green Funding Stream application form and all supporting documents, including the technical schedule. **The application form and supporting documents are available through the TPON online portal.** For a complete list of supporting documents please see below. For tips on how to complete the application, please see the "Green II Application Tip Sheet".

Step 3: The application and required attachments (i.e., technical schedules, supporting documents, etc.) must be submitted online through the **Transfer Payment Ontario (TPON)** system by **4:59 p.m. EST on September 9, 2021**. A scanned application form will not be accepted. Failure to meet submission requirements will result in the submission being identified as incomplete and potentially ineligible.

For technical issues related to the submission of your application form, technical schedule or other supporting documents or if you note any discrepancies in the pre-filled section of the application form, please contact Transfer Payment Ontario Client Care at 416-325-6691 or 1-855-216-3090 or email TPONCC@ontario.ca for assistance.

For all other questions, please contact ICIPGreen@ontario.ca.

Summary of ICIP Project Application Requirements
1. Supplementary Documents to be submitted with applications to the Province (in addition to completed application form and technical schedule)
a) Water projects require specific types of supplementary documents depending on responses to questions contained within the technical schedule such as Laboratory testing results, inspection/assessment reports, records describing break incidents, engineering reports describing system efficiency/infrastructure leakage value, public health advisories, design reports, compliance letters/reviews, photographs). Please read the directions on the technical schedule carefully and provide supplementary documentation that will assist in demonstrating the current state of your water asset(s).
b) Federal Aboriginal Consultation and Environmental Assessment Smart Form
c) Project map in a KML file (note that a KMZ file will not be accepted) Refer to “How to Create a KML File” in Appendix D for instructions.
d) Band Council Resolution (First Nation communities only) showing community support for the proposed project
e) Local Services Boards only: Asset Management Plan (if available)
2. Items to be submitted at point of Provincial nomination to Federal government
Post provincial approval and prior to Federal approval (the Province will work with successful applicants):
a) Climate Lens Assessment (if applicable)

b) **Community Employment Benefits Rationale** (if applicable for projects with total eligible cost of \$25M+ in costs) *

Following Federal Approval:

a) **Asset Management Planning Self-Assessment Questionnaire** (municipalities and LSBs)

***Note:** would only occur in situations of joint eligible partners of 5+ organizations (i.e. each are eligible to apply for up to \$5M, they can bundle this cap)

Step 4: Once the completed application form has been submitted, an automated acknowledgement of receipt and a file number will be emailed to the applicant.

Step 5: Projects will be assessed by the province. If additional information or clarification is required, the project representative will be contacted and provided with two business days to submit the required information.

Step 6: Successful projects will be nominated for federal government review and approval. **Provincial project nomination to the federal government does not guarantee funding approval.** The province will notify the project representative listed in the application whether the project is successful or unsuccessful for nomination to the federal government. **Do not enter into contracts or incur costs at this stage**, as the federal government would not have approved the project yet. All eligible costs associated with contracts entered into or incurred before federal approval will be deemed ineligible.

Step 7: Notification of federal project approval. Approved projects can begin incurring costs associated with the approved project and can enter into contracts.

Step 8: Contracting. Once federal approval has been obtained the Province will provide the TPA for the recipient's signature. The TPA sets out the terms and conditions of funding including:

- That contracts will be procured through a competitive, value-for-money process. Work procured through a retainer agreement would not meet this criteria. That the recipient will follow all federal and provincial Environmental Assessment and Aboriginal Consultation requirements.
- A detailed list of eligible and ineligible expenditures (see Sections 7.4 and 7.5 for more details).
- Insurance and communication requirements (including project signage).

5.3 Timelines

- Applications and all supporting documentations must be submitted through TPON by **4:59 p.m. EST on September 9, 2021**.

Note: applications will not be accepted after this time and applicants cannot change the proposed project after this deadline. All supporting documentation must also be submitted by the deadline to be considered part of the application package. The province will notify applicants if their project has been selected for nomination to the federal government for review and approval in **winter 2021 (estimated)**

- Applicants will be notified of the federal funding decision in **spring 2022 (estimated)**.
- Projects can start to incur costs after federal approval and need to start the project prior to September 30, 2022 (this could include design or engineering work). Note successful applicants cannot start capital work (e.g., site preparation, construction, etc.) on a project until they have been notified by the federal government in writing that Aboriginal Consultation and Environmental Assessment requirements have been met.
 - As this intake is targeting projects that increase access to potable water and address imminent health and safety risks, there will be a need and focus on allowing for projects to move quickly. Subject to obtaining federal approvals, projects must start work (which could include design/engineering) by September 30, 2022 at the latest.
- Projects must be completed by **October 31, 2026**.

5.4 Other Federal Requirements

Additional federal government requirements are below and must be met in order to receive funding. These requirements are set out in the TPA provided to successful applicants. For additional details, see federal language in Appendix B. Where there may be a discrepancy, the Canada-Ontario Integrated Bilateral Agreement governing ICIP programs prevails.

- Applicants must complete a climate lens assessment for projects with total eligible costs of \$10 million or more. Climate lens assessments are to be completed and submitted after federal approval of the project.
- While not mandatory, the federal government has asked applicants to report on community employment benefits for projects with total eligible costs of \$25 million or more. Applicants that decide not to report on community employment benefits must provide a rationale which may be posted publicly by the federal government.
- Applicants must submit an “Aboriginal Consultation (AC) and Environmental Assessment (EA) Smart Form”, which is available through TPON.

- Applicants must adopt a competitive, value for money procurement approach and staff costs are not eligible for funding. Work procured through a retainer agreement would not meet these criteria. If you have concerns with being able to meet these requirements you will be required to contact ICIPGreen@ontario.ca when filling out the application.
- Any requests for sole source procurement exemptions will be evaluated on a case-by-case basis and requires **pre-approval** by the federal and provincial governments. The expectation for successful applicants under ICIP is that they will undertake a competitive contracting process, as per the ICIP Terms and Conditions. **Sole source procurement is not encouraged as approval of this procurement method is not guaranteed and a strong justification must be provided. If internal staff costs will be sought as expenses on the project or if you are intending to award a contract in a way that is not competitive and consistent with value for money, there must be a mitigation plan in place in the event that any such request is denied. If you are considering any of these types of costs, you must contact ICIPGreen@ontario.ca as soon as possible as further documentation will be required.** Other federal requirements may need to be met depending on project type and outcomes, as determined by Canada.

6. Assessment Process

6.1 Assessment Criteria

All projects submitted for funding will be assessed by the provincial and the federal government. Ontario will assess projects primarily in relation to the following assessment criteria:

1. Technical Merit
2. Critical Health and Safety
3. Funding Need

Note: Additional consideration will be given to joint projects that include multiple partners/communities.

Upon review, projects approved by the Province will be nominated to the federal government for federal due diligence and approval. All provincially nominated projects are subject to federal review and approvals.

Criteria 1 – Technical Merit

Ontario will conduct a review of the project scope to determine the feasibility and likelihood of success of the proposed solution, including technical viability and reasonable/appropriate construction timelines.

Criteria 2 - Criticality of health and safety risk

Critical health and safety aspects of a project will be evaluated based on a technical assessment criteria used relative to industry standards which engineers at the Ministry of Environment, Conservation and Parks will use to review and score projects. Applicants are encouraged to read the technical schedules, which are available through TPO to gain an understanding of the type of technical information required to assess and evaluate the projects, including to describe / ascertain health and safety issues. Projects that are preventative in nature or forward-looking are not as likely to assess well compared to others with existing advisories or concerns in place that need to be addressed immediately.

Human health and/or safety issues (including continuity of service) related to water systems will be assessed within the framework of the standards, policies and requirements of the Ministry of the Environment, Conservation and Parks or the applicable regulatory authority (e.g., for projects located on reserve land this would include the federal government), including but not limited to long-term drinking water and boil water advisories. Aspects that may potentially pose a threat to public health and safety, and their critical and imminent levels will be assessed.

Assessment criteria include those related to the risk of meeting or failing to meet applicable standards, policies, as well as an assessment of the urgency of the identified health and safety need. The urgency of the need is determined based on the information outlined in the application and technical schedule as well as any supplemental documents submitted with the technical schedule (e.g., laboratory results and advisories may be required depending on your responses to the technical schedule).

Note: Projects to extend water services into un-serviced or partially serviced areas, or to increase system capacity to accommodate population growth or commercial and industrial development, are not eligible. New private hookups to municipal infrastructure are also ineligible.

Criteria 3 - Funding need for the proposed project

Projects will be assessed according to their relative funding need against other applicants in the application pool, including the cost of the proposed project per person served by the organization's water services, as well as median household income and weighted property assessment per household. Note: For Local Services Boards proxy values will be applied.

In general, applicants with greater funding need relative to other applicants (i.e., higher project cost per user, lower median household income, lower weighted property assessment per household) will be more competitive in the evaluation process. Ministry of Municipal Affairs and Housing (MMAH) will use the best available data from Statistics Canada for median income and household data and weighted property assessment data from the Municipal Property Assessment Corporation (MPAC).

Note: As First Nation communities are being assessed separately from municipalities and LSBs (i.e. only in comparison to one another), in consultation with advice from the Ministry of Indigenous Affairs, they will not be scored based on funding need. These projects will be scored as above based on only technical merit, criticality of health and safety risks, and consideration for joint projects.

6.2 Alignment with Provincial Policies

6.2.1. Asset Management Plan (Municipalities and Local Services Boards Only)

Ontario Regulation 588/17 (as amended by O.Reg. 193/21) - Asset Management Planning for Municipal Infrastructure, or the Municipal Asset Management Regulation, sets out new requirements for undertaking municipal asset management planning. The regulation will be phased in over a 7-year period, with progressive requirements for municipalities with respect to their strategic asset management policies and asset management plans. Given this phased approach, the proposed project can be developed according to the [Asset Management Planning for Municipal Infrastructure regulation](#).

As part of project reporting requirements successful municipalities and Local Services Boards will be required to:

- Provide a link to the publicly available website where their strategic asset management policy has been uploaded in accordance with the regulation on dates provided by the Province in the TPA.
- Provide a link to the publicly available website (or confirm it is the same website as above) for their updated asset management plans as regulatory milestones are phased in over the life of the project.

For example, municipalities that have an active project as of July 1, 2022 will be required to submit updated asset management plans developed in accordance with the second phase of the regulation. Additional information on the Regulation can be found in Appendix B.

Recipients will also be required to complete an Asset Management Self Assessment prior to signing their TPA.

Local Services Boards only: As part of this funding stream, Local Services Boards will be asked to provide any available Asset Management Plan information/data to the Ministry of Infrastructure, to the extent that such information or data is in the board's possession, control or power. If a Local Services Board has completed an asset management plan, please submit it as a supplementary document. However, such asset management plan/data will not be required if they are not available to a Local Services Board. For clarity, the ministry does not expect Local Services Boards to meet the requirements as set out in the *Asset Management Planning for*

Municipal Infrastructure regulation (O.Reg. 588/17) and Local Services Boards will not be penalized if no asset management plan or data is available.

6.2.2. Provincial Land-Use Planning

Projects must be aligned with and support provincial priorities and outcomes, as set out in provincial land use policy, provincial land use plans, and municipal official plans and supported by policy direction in the [Provincial Policy Statement \(PPS\)](#). You can visit this [website](#) for more information on Provincial policies and plans.

7. Financial Matters

7.1 Cost-Sharing

The maximum funding from all federal sources to a project that is approved for the Green stream funding will not exceed the following limits (except for First Nation applicants*):

- 40% of eligible expenditures for municipalities and Local Services Boards, matched at 33.33% by the Province and 26.67% by municipalities or other partners.
- 75% of eligible expenditures for First Nation communities matched at 18.33% by the Province and 6.67% by First Nation Ultimate Recipients.

Successful applicants are responsible and must pay for all ineligible project costs as well as any potential cost over-runs experienced on a project. As the ICIP program is claims-based and funds are reimbursed to recipients after costs have incurred and paid, applicants must also have a financing strategy in place to cover project costs upfront. More details on combining funding under this intake with other federal and provincial programs can be found in section 7.3 below.

*Note: First Nation applicants may have access to additional funding for a Project up to a maximum of 100% of eligible expenditures from federal sources, subject to approval by the federal government.

7.2 Funding Maximum

The maximum total eligible cost per project (including contingency) for a single applicant is \$5 million.

For projects with multiple applicants (i.e., joint projects), each applicant can apply for up to \$5 million in total eligible costs for the project. For example, a joint project with three eligible co-applicants can submit a project with a combined total eligible cost of up to \$15 million, with the maximum federal-provincial funding amount to be determined by adding together the individual, maximum federal-provincial funding for each eligible applicant.

Note: Projects that have a total eligible cost of more than \$10 million must complete a federal climate lens assessment and may be required to report on community employment benefits if the total eligible cost exceeds \$25 million. See Appendix B for more information.

7.3 Combining Funding from Other Sources

Municipalities may utilize their Ontario Community Infrastructure Fund formula-based allocation towards their municipal contributions but may not use other sources of provincial application-based funding.

The federal contribution level noted above is a maximum that applies to all sources of federal funding (including Federal Gas Tax). First Nation recipients may access additional funding to cover their full share from federal sources (e.g. Indigenous Services Canada), subject to approval by Canada. First Nation communities must be prepared to cover all project costs if funding requests from other federal sources are denied.

As a result of restrictions on Indigenous Services Canada (ISC) funding, projects receiving funding through ISC for the purposes of addressing a boil water advisory are not eligible for ICIP funding under this intake. First Nations applicants may submit an application for eligible project components not receiving funding support from ISC.

By including other sources of funding in the application form, the applicant is confirming that other funding sources has been secured.

7.4 Eligible Project Costs

Project costs are eligible if they are incurred **after** federal approval. All contracts also need to be entered into after the federal approval date. Eligible expenditures will include the following:

- All costs considered by Canada and Ontario to be direct and necessary for the successful implementation of an eligible project, and which may include capital costs, design and planning, and costs related to meeting specific Program requirements, including completing climate lens assessments and creating community employment benefit plans;

Note successful applicants cannot start capital work (e.g., site preparation, construction, etc.) on a project until they have been notified in writing by the federal government that any Aboriginal Consultation and Environmental Assessment requirements have been met.

7.5 Ineligible Project Costs

The following costs are ineligible for funding:

- Costs incurred before federal approval and all expenditures related to contracts signed prior to project approval, except for expenditures associated with completing climate lens assessments;
- All capital costs, including site preparation and construction costs, until the federal government has confirmed in writing that environmental assessment and Aboriginal Consultation obligations have been met and continue to be met. See Appendix B for environmental assessment and Aboriginal consultation obligations.
- Costs incurred for cancelled projects;
- Costs of relocating entire communities;
- Land acquisition;
- Planning costs, if not tied to a capital project (i.e. planning-only project submitted)
- Leasing land, buildings and other facilities; leasing equipment other than equipment directly related to the construction of the project; real estate fees and related costs;
- Any overhead costs, including salaries and other employment benefits of any employees of the recipient, any direct or indirect operating or administrative costs of recipients, and more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the recipient's staff, except in accordance with approved incremental costs of employees noted above;
- Financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys);
- Any goods and services costs which are received through donations or in kind;
- Provincial sales tax, goods and services tax, or harmonized sales tax
- Any costs eligible for rebates;
- Costs associated with operating expenses and regularly scheduled maintenance work;
- Cost related to furnishing and non-fixed assets which are not essential for the operation of the asset/project.

A more detailed list of eligible and ineligible expenditure categories will be provided in individual project-level TPAs.

7.6 Payments

Funding is claims-based and expenditures will be reimbursed upon review and approval of eligible costs. Successful applicants must have a financing strategy in place to cover project costs upfront until the claims are reimbursed. Reimbursement of claims is based on the cost sharing percentage. Claims will be submitted via TPON. The claims format will be provided upon execution of a TPA with the Province.

Projects must start by September 30, 2022, subject to having federal approval. Note that this date does not limit the ability to enter into contracts or incur costs after federal approval if you receive federal approval before September 30, 2022. All costs must be incurred by October 31, 2026.

Note: A holdback of 10% may be applied to payments under this program. The holdback would be released upon successful completion of all reporting requirements following project completion and in accordance with the terms and conditions of the TPA.

8. Consultations with Indigenous Peoples

The Government of Canada, the Government of Ontario and municipalities may have a duty to consult and, where appropriate, accommodate Indigenous peoples (e.g., First Nation, Inuit and Métis peoples) where an activity is contemplated that may adversely impact an Aboriginal or treaty right.

In consideration of funding, the day-to-day, procedural aspects of consultation may be delegated to successful applicants who may also have their own obligations. This delegation is a routine practice. It is important that all applicants recognize this process and appropriately plan for this work (e.g., resources, time, etc.) as part of their funding submission. The federal Aboriginal Consultation and Environmental Assessment Smart Form contains preliminary questions to begin considering the potential that a duty to consult may exist. All applicants must complete this form including First Nation communities.

Consultation requirements may vary depending on the size and location of the project in question, and the depth and scope of the project's potential adverse impacts on Aboriginal and treaty rights. For successful applications, the federal and provincial government will provide further details in writing surrounding specific consultation requirements, including which communities require consultation, if applicable. Duty-to-consult requirements must be fulfilled prior to commencing work on-site.

9. Further Information

For program related inquiries the ICIP team can be reached by email at ICIPGreen@ontario.ca. For inquires related to the TPON system, please contact TPON at TPONCC@ontario.ca.

Appendix

A: Outcomes and Indicators

Outcome Description	Indicator (LOV)	Value (#)	Unit of Measure (Prepopulated)
Increased access to potable water	Drinking water advisories Will any long-term drinking water advisories in non-reserve communities be resolved as a result of this project?	Yes / No/ N/A	If 'Yes', specify the location (site and municipality) of the water advisory(ies)
Increased access to potable water	Drinking water quality The project will result in drinking water that will meet or exceed the relevant provincial or territorial standards following project completion	Yes / No	N/A
Increased access to potable water	Drinking water treatment facilities	9,999 (4-digit whole number)	Number of assets Length of assets
Increased access to potable water	Drinking water treatment facilities	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment before investment (see options above)
Increased access to potable water	Drinking water treatment facilities	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment at project conclusion (see options above)
Increased access to potable water	Drinking water treatment facilities	9,999 (4-digit whole number)	Number of systems with drinking water advisories lifted as a result of funding
Increased access to potable water	Drinking water reservoirs	9,999 (4-digit whole number)	Number of Assets

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Increased access to potable water	Drinking water reservoirs	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment before investment (see options above)
Increased access to potable water	Drinking water reservoirs	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment at project conclusion (see options above)
Increased access to potable water	Drinking water pump stations	9,999 (4-digit whole number)	Number of Assets
Increased access to potable water	Drinking water pump stations	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment before investment (see options above)
Increased access to potable water	Drinking water pump stations	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment at project conclusion (see options above)
Increased access to potable water	Drinking water transmission pipes	9,999 (4-digit whole number)	Length of assets receiving investment (in metres)
Increased access to potable water	Drinking water transmission pipes	Very Poor, Poor, Fair, Good, Very Good	Physical condition of assets receiving investment before investment (see options above)
Increased access to potable water	Drinking water transmission pipes	Very Poor, Poor, Fair, Good, Very Good	Physical condition of assets receiving investment at project conclusion (see options above)
Increased access to potable water	Drinking water local pipes	9,999 (4-digit whole number)	Length of assets receiving investment (in metres)
Increased access to potable water	Drinking water local pipes	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment before investment (see options above)

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Increased access to potable water	Drinking water local pipes	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment at project conclusion (see options above)
Increased access to potable water	Other types of drinking water assets	Description of the other type of water assets	N/A
Increased access to potable water	Other types of drinking water assets	9,999 (4-digit whole number)	Length of assets receiving investment (in metres)
Increased access to potable water	Other types of drinking water assets	9,999 (4-digit whole number)	Number of assets receiving investment
Increased access to potable water	Other types of drinking water assets	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of assets receiving investment before investment (see options above)
Increased access to potable water	Other types of drinking water assets	Very Poor, Poor, Fair, Good, Very Good*	Physical condition of asset(s) receiving investment at project conclusion (see options above)

- Five-point rating scale:
 - **Very poor:** The asset is unfit for sustained service. Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable.
 - **Poor:** Increasing potential of affecting service. The asset is approaching end of service life; condition below standard and a large portion of system exhibits significant deterioration.
 - **Fair:** The asset requires attention. The assets show signs of deterioration and some elements exhibit deficiencies.
 - **Good:** The asset is adequate. Acceptable, generally within mid stage of expected service life.

- **Very good:** Asset is fit for the future. Well maintained, good condition, new or recently rehabilitated.

B. Eligible Asset Types

The following are eligible asset types under this intake:

- **Drinking water assets:**
 - Reservoirs
 - Water treatment facilities
 - Pump stations
 - Local water pipes
 - Transmission pipes

Wastewater/stormwater components are not eligible under this intake as a primary asset. These assets or components may be eligible as a secondary asset if they have a direct and immediate impact on water potability in the community (e.g., rehabilitation is necessary to address cross-contamination). Only in this case can these secondary assets be eligible for funding. Otherwise these components should not be included in your application form.

C. Application Package Requirements

Application for ICIP Form

The TPON Application for ICIP – Green Stream Form is required for all project submissions and is where you will provide general information about your project proposal. For more information on how to fill out the application please see the “Green II Application Tip Sheet”.

Technical Schedule

The Technical Schedule is required for all project submissions and is where you will provide the information necessary to assess your project. The following supplemental documents are required depending on your answers to the questions in the schedule:

- Lab results if answer is “No” to Q 1.3 (Quality of water does not meet Ontario Drinking Water Quality Standards or future standards)

- Advisory order (municipalities) or information from Indigenous Services Canada (First Nations) if answer is “Yes” to Q2 (Existing public health advisory)
- Supporting documents if answer is “Yes” to Q4 (If system is experiencing structural failure)
- Supporting documents if answer is “Yes” to Q5 (failure to meet MECP requirements)

Please ensure that all information included in the Technical Schedule aligns with information, including the project description and project outcomes, noted on the application form itself.

Asset Management Plan (Municipalities and Local Services Boards Only)

Local Services Boards should include any available Asset Management Plan information/data as part of its application submission, to the extent that such information or data is in the board’s possession, control or power.

The province does not expect Local Services Boards to meet the requirements as set out in the Asset Management Planning for Municipal Infrastructure regulation (O.Reg. 588/17) and Local Services Boards will not be penalized if no asset management plan or data is available.

Ontario Regulation 588/17- Asset Management Planning for Municipal Infrastructure, or the Municipal Asset Management Regulation sets out new requirements for undertaking asset management planning. The regulation will be phased in over a 7-year period, with progressive requirements for municipalities with respect to their asset management plans.

Asset Management Phase-in Schedule

Date	Regulation
July 1, 2019	Date for municipalities to have a finalized strategic asset management policy that promotes best practices and links asset management planning with budgeting, operations, maintenance and other municipal planning activities.
July 1, 2022	Date for municipalities to have an approved asset management plan for core assets (roads, bridges and culverts, water, wastewater and stormwater management systems) that identifies current levels of service and the cost of maintaining those levels of service.
July 1, 2024	Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service.
July 1, 2025	Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that builds upon the requirements set

	out in 2024. This includes an identification of proposed levels of service, what activities will be required to meet proposed levels of service, and a strategy to fund these activities.
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Recipients will also be required to complete an Asset Management Self Assessment form prior to signing their TPA and on dates provided by the Province in the TPA and on February 1 of each phase- in year of which they have an active project, in accordance with the following schedule:

Self-Assessment Form Version	Submission Deadline
Submit initial self-assessment form	On or before the Effective Date of the Transfer Payment Agreement.
Submit updated self-assessment form	February 1, 2022
Submit updated self-assessment form	February 1, 2024
Submit updated self-assessment form	February 1, 2025

Local Services Boards (LSB) only: When Local Services Boards are provided with the Asset Management Planning Self-Assessment form and do not have an asset management plan in place; please select the name of the LSB from the dropdown menu, click “Not Started” and type in “N/A - this LSB does not have an asset management plan” in the comments section.

For more information about asset management planning, as well as tools and supports available to help municipalities develop and improve their plans, please visit the <http://www.ontario.ca/assetmanagement>.

Climate Lens Assessment

A Climate Lens assessment is required to be submitted for projects that have a total eligible cost of \$10 million or more. In addition to providing the information requested in Section K) of the Application for ICIP – Green Stream form, applicants must also submit a greenhouse gas (GHG) mitigation assessment and a climate change resilience assessment. These assessments must use the methodologies developed by the federal government. For more information please view Infrastructure Canada’s [Climate Lens General Guidance](#).

Community Employment Benefits

Projects that have a total eligible cost of \$25 million or more are required to report on community employment benefits provided to at least three federal target groups (apprentices - from traditionally disadvantaged communities, Indigenous peoples, women, persons with disabilities, veterans, youth, new Canadians, or small-medium-sized enterprises and social enterprises). Initial information is completed in section L) of the Application for ICIP – Green

Stream form. Visit the [Community Employment Benefits General Guidance](#) webpage for more information. Additional details on this reporting will be provided to recipients when applicable.

Aboriginal Consultation (AC) & Environmental Assessment (EA) Smart Form

As part of the application process for funding, applicants are required to complete the *ICIP: Aboriginal Consultation (AC) and Environmental Assessment (EA) Smart Form* to determine if there are any federal environmental assessment requirements that could apply to the project. In addition, the information provided will be used by the federal government to determine if there is a requirement to consult with Indigenous Groups. The Smart Form is available through TPON.

Please ensure that the project description and your organization's contact detail inserted on the Smart Form matches the information submitted on your application form.

For questions about the form please contact Infrastructure Canada at:
INFC.AboriginalConsultEnv-Consultautochtonesenv.INFC@canada.ca

D. KML Files

A KML file that identifies project-specific information will help us to understand the nature and location of your project as well as the work that you are proposing to do as we go through the competitive process to evaluate and approve projects.

The federal government requires a detailed KML file showing exactly where each work site/asset is located. This is not a picture or PDF map of the project location, but a digital spatial representation of the project location produced by a geographic information system.

A labelled marker or line must be added to show each element of the project you are applying for. Specifically, for water projects you must:

Add a marker or draw a line for all locations of work on existing or proposed watermains, standpipes, pumps and Water Treatment Plants (WTPs)

Add a marker for each location of all wells that are being worked on as part of the project (you will be required to identify which wells are private vs. public facing)

Please refer to the "How to Create a KML File" for instructions.

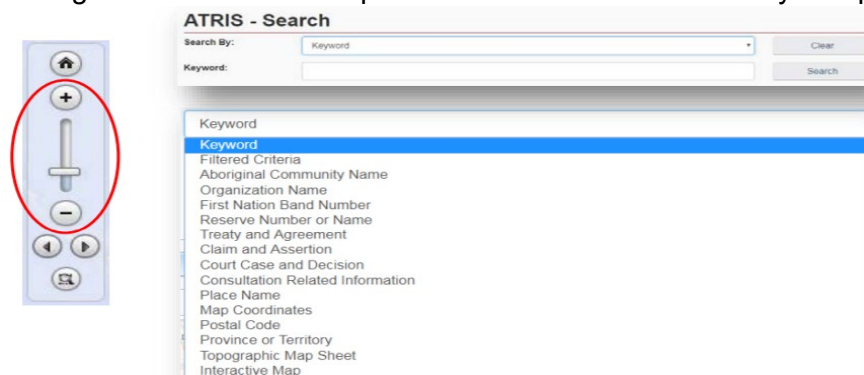
How to Create a KML File

We ask that all proponents provide their project location in one single format as a .KML file. This simple file type, designed specifically for the visualization of geographic data, is compatible with

the work we need to perform and provides an accurate and detailed representation of the project location. Using a .KML allows a variety of point, polygon, and line data to be represented spatially with detail and consistency. A .KML file can be created easily by anyone using Indigenous and Northern Affairs Canada's (INAC) publicly available Aboriginal & Treaty Rights Information System (ATRIS) web-based application or Google Earth's free desktop application, as well as other geographic software packages like ArcGIS or QGIS. This guide will walk you through the steps to do so using ATRIS or Google Earth.

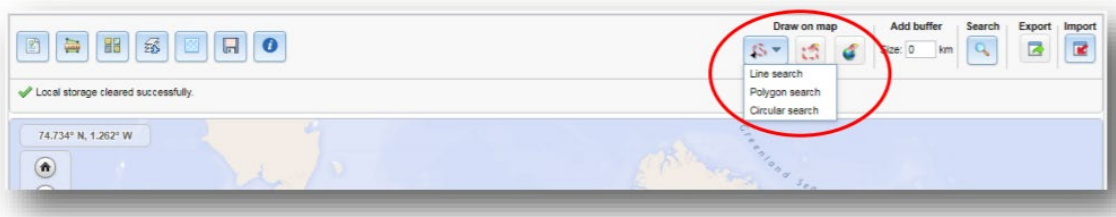
Using ATRIS:

1. Navigate to INAC's publicly available ATRIS web-based application using this link: http://sidait-atris.aadnc-aandc.gc.ca/atris_online/Content/Search.aspx
2. Navigate to the project location in the map viewer, either by clicking, dragging, and scrolling to zoom, or using the various search options available in the 'Search By:' drop down menu.



3. Draw your project on the map in the exact location using the "Draw on map" tools drop down located in the top right of the ATRIS interface. You may draw as many components of varying types (point*, line, polygon) as necessary to be saved as one single .KML file.
*ATRIS users will not be able to create a geometry "point" in GIS terms, but the "Circular Search" option allows users to create circular polygons able to mimic points in terms of scale.

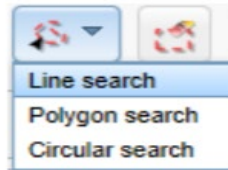
*ATRIS users will not be able to create a geometry "point" in GIS terms, but the "Circular Search" option allows users to create circular polygons able to mimic points in terms of scale.



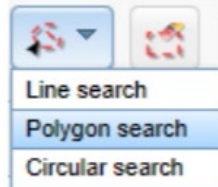
Choose the appropriate drawing tool for the type of component you are drawing:

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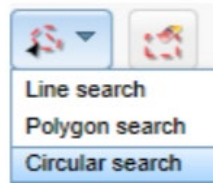
- Line search – Click as many times as necessary to create a line that represents your linear project feature. Double click to complete. Examples include: roads, sewer lines, railways, pipelines, trails, transmission lines, etc.



- Polygon search – Click as many times as necessary to create a closed polygon that represents the project feature. Double click to complete. Examples include: building footprints, vegetation cuts, sewer/wastewater lagoons, etc.



- Circular search – Click on the map to automatically create a circle. To create a smaller circle similar to a point, zoom in as close as possible on the map before clicking. Alternatively, click and drag, then release to draw a circular project feature yourself. Examples include: wells, outfalls, culverts, etc.



If at any time you wish to erase anything you've drawn, use the following two options:



Erase by Exent: Click and drag to create a shape around what you want to delete. Anything intersecting the box will be deleted when you release.



Global Erase: This will erase everything on the map. Click OK when prompted to clear the map viewer and start fresh.

4. Once you are satisfied with the drawn representation of your project, click the 'Export' button.



The .KML will download as 'SearchAreas.kml' (unless you have specified otherwise) to the location where your browser saves downloads. The file name can be changed to something that reflects the project name before sending it to INFC.

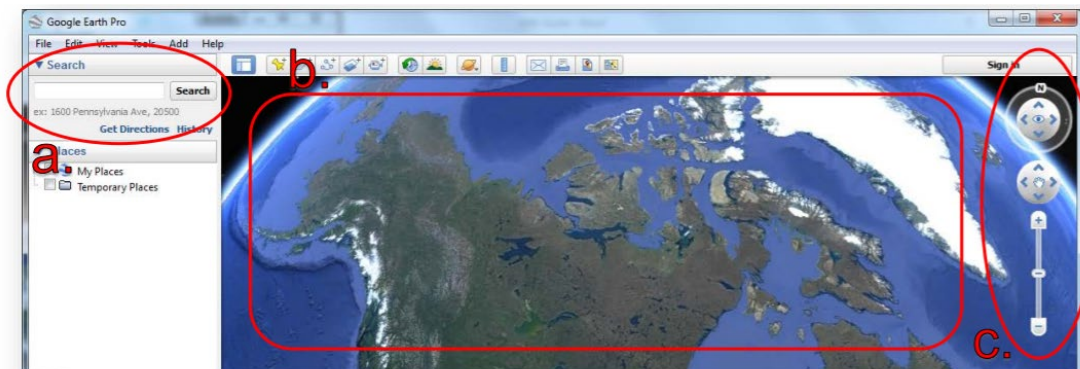
Once saved, the .KML file is ready to be uploaded or sent via email. Should you need any further assistance with ATRIS, please visit the following link to find more information about ATRIS training webinars:

https://www.aadnc-aandc.gc.ca/eng/1100100014686/1100100014687#sec1_1

Using Google Earth:

*If you already have Google Earth installed on your system, skip to step 2.

1. If you don't already have Google Earth (free) installed on your system, follow the download instructions at this link: <https://www.google.com/earth/desktop/>
2. Navigate to your project location using one or more of the following options:
 - a. Typing an address or coordinates in the search bar
 - b. Clicking, dragging, and scrolling in the map viewer
 - c. Using the navigation tools



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Draw your project on the map in the proper location using the placemark, polygon, and path tools (pictured below). You may draw as many components of varying types (point, line, polygon) as necessary.

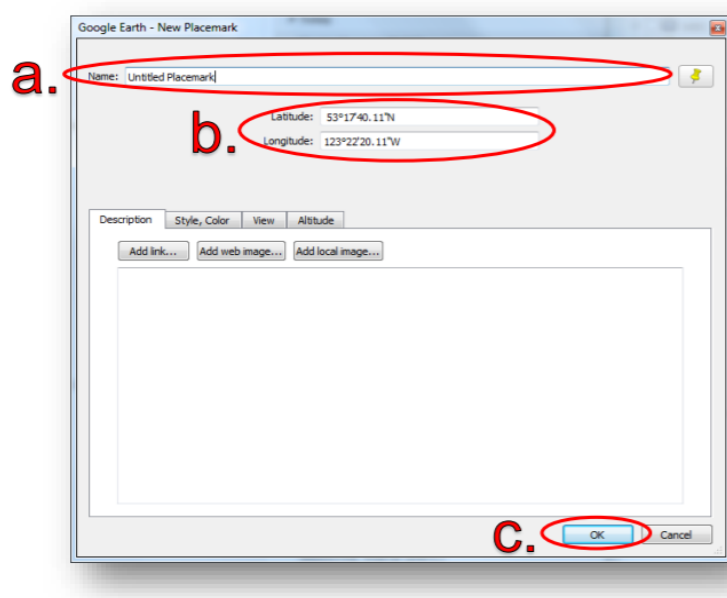


Choose the appropriate drawing tool for the type of component you are drawing:

- a. Placemark: point project components – Examples include: wells, outfalls, culverts, etc.



Clicking this button will add a placemark to the map and bring up a corresponding dialogue box (see below).



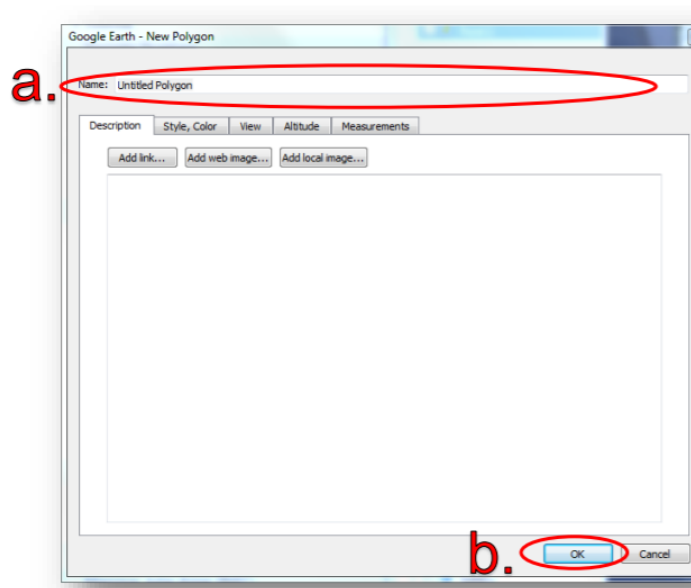
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- You can move the placemark by clicking and dragging it to the desired location, or entering the desired latitude and longitude coordinates in the dialogue box (a).
- You can rename the placemark by changing the entry in the 'Name' field of the dialogue box (b).
- Click 'OK' when finished (c).

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- b. Polygon: project components that consist of an area of any shape
– Examples include: building footprints, vegetation cuts, sewer/wastewater lagoons, etc.

Clicking this button will bring up a dialogue box and a crosshair cursor (see below). Click as many times as necessary to create a closed polygon that represents your project feature.

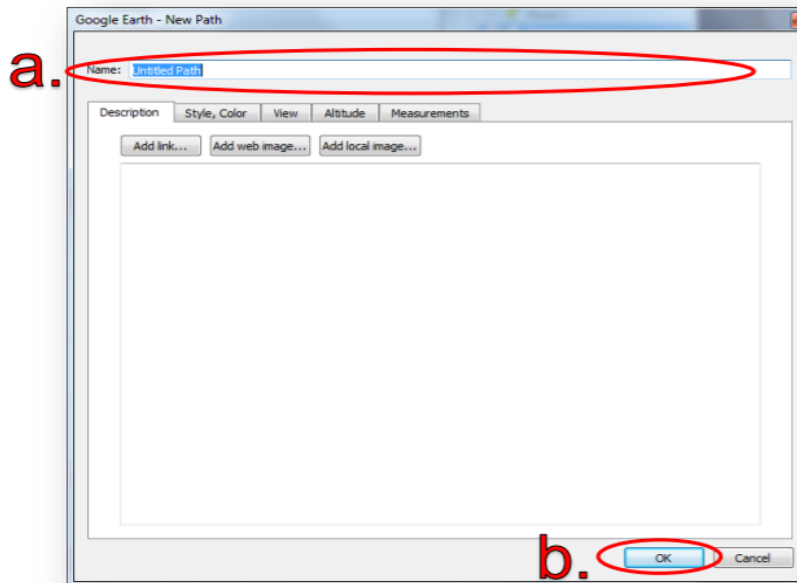
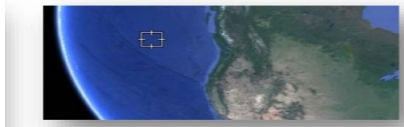


- You can rename the polygon by changing the entry in the 'Name' field of the dialogue box (a).
- Click 'OK' when finished (b).



- c. Path: linear project components – Examples include: roads, sewer lines, railways, pipelines, trails, transmission lines, etc

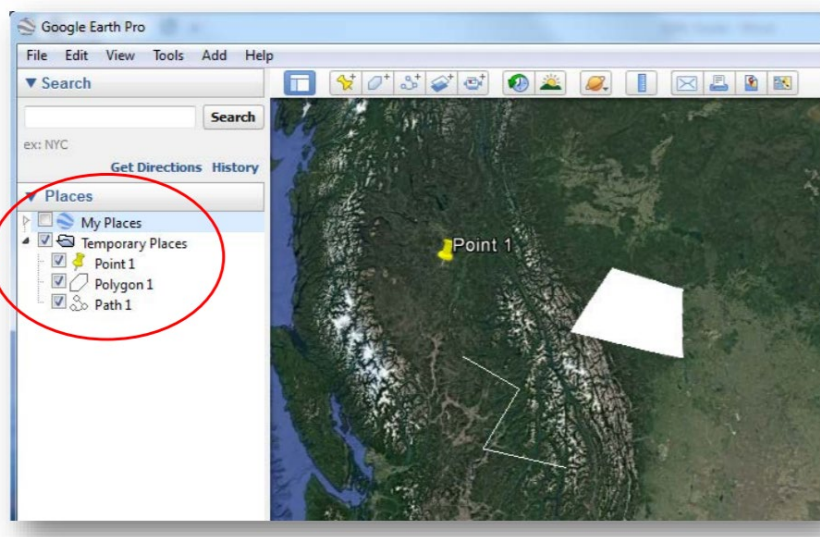
Clicking this button will bring up a dialogue box and a crosshair cursor (see below). Click as many times as necessary to create a line that represents your project feature.



- You can rename the path by changing the entry in the 'Name' field of the dialogue box (a).
- Click 'OK' when finished (b).

All drawn components will appear in the 'Places' sidebar under the 'Temporary Places' folder.

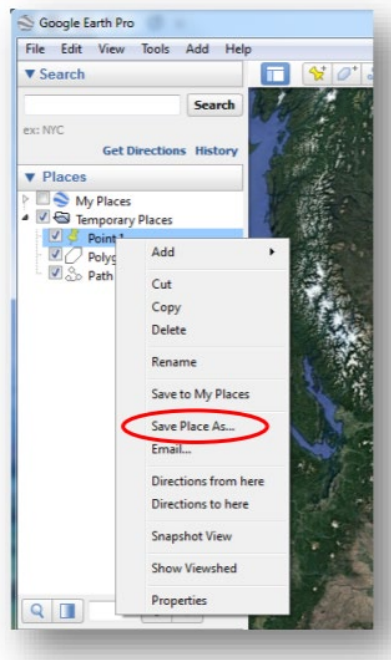
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Export the shapes to .KML to be shared.

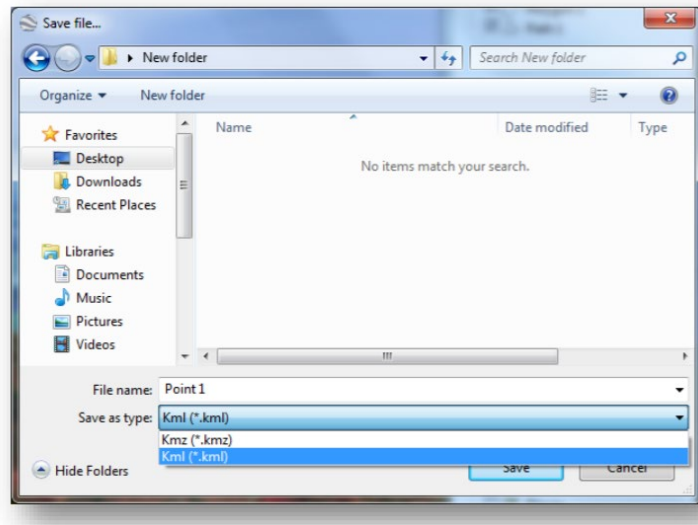
* Warning: If you have multiple shapes, they will need to be exported individually as separate .KML files.

a. Right click on the component in the 'Places' sidebar and click 'Save Place As...'



a. Change the file type from .KMZ to .KML using the 'Save as type:' drop down menu.

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Choose the location where you would like to save the file in the file browser. You will need to locate it later on to send it to INFC.



Click 'Save' when you are finished. You are now ready to upload or email the file to INFC.

*Repeat Step 4 for as many project components as you have created if you have more than one.