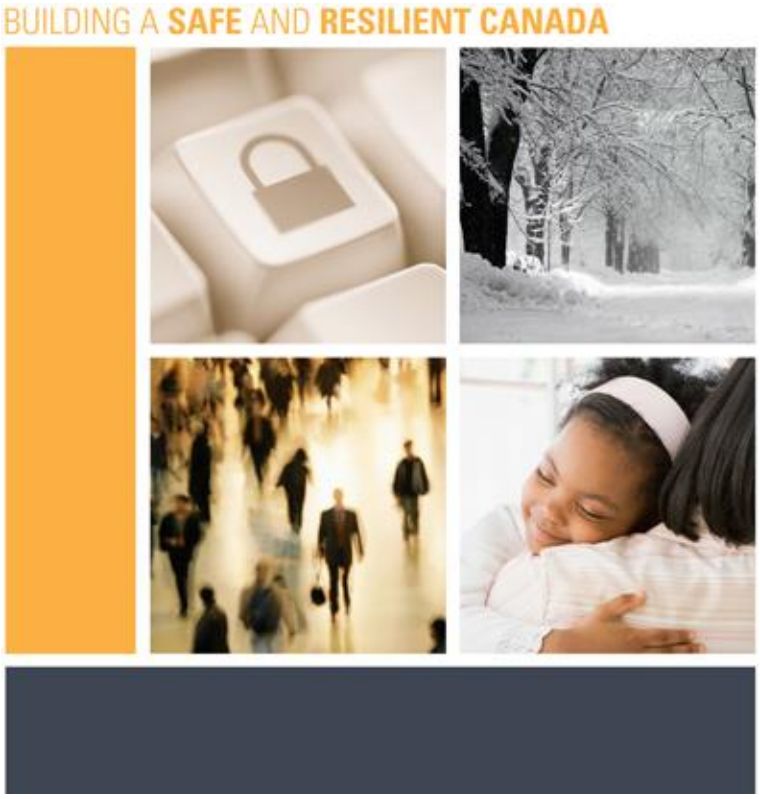
BUILDING SAFER COMMUNITIES FUND (BSCF)
FUNDING SUBMISSION FORM



Public Safety Canada
Building Safer Communities Fund

Submission Form

BUILDING SAFER COMMUNITIES FUND (BSCF)
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#1. RECIPIENT INFORMATION:				
1.1 Recipient's Operating Name *(if different from legal name):*				
Recipient's legal name:				
Address:				
City:			Postal Code:	
Province/Territory:				
Recipient Website (if applicable):				
Type of Recipient:	☐	Local (municipal) Government		
	☐	Indigenous Government		
1.2 Primary Contact Information				
First Name:			Last Name:	
Title:				
Email:				
Day Time Phone:			Cell/Alt Phone:	
Is the primary contact authorized to sign on behalf of the municipality/community? ☐ Yes ☐ No				
If you select no, please provide the contact information of the individual with signing authority below:				
First Name:			Last Name:	
Title:				
Email:				
Day Time Phone:			Cell/Alt Phone:	
Is the signing authority's contact address the same as the one provided for the municipality/community? ☐ Yes ☐ No				
If you select no, please provide the address of the individual with signing authority below:				
Address:				
City:			Postal Code:	
Province/Territory:				
1.3 Would you like to sign up for the Program Mailing List in order for you to receive future information and notifications regarding the Program? ☐ Yes ☐ No				
1.4 Has your organization ever received funding from federal provincial/territorial or municipal governments? ☐ Yes ☐ No Please identify which government/department you have received funding from previously _____ _____ Does your organization have outstanding amounts owing to the Government of Canada? ☐ Yes ☐ No Answering yes to this question will <u>not</u> invalidate your application. Indicate the amounts owing: _____ Provide the name of the department or agency it is owed to: _____				

#2. RECIPIENT JURISDICTION:
Please identify all municipalities, towns, cities, villages, hamlets and Indigenous communities (all populations) within your jurisdictional boundaries. Your plan should detail how you will address the needs of these populations.

#3. DEMONSTRATED NEED:
Please identify your jurisdiction's priority area(s) of concern and demonstrated history of gun and gang violence.

#4. STRATEGY INITIATIVES:
Please list all the initiatives/projects proposed to be funded under the strategy which will be further detailed in Question 11 .

#5. HISTORY/EXPERIENCE DEVELOPING, IMPLEMENTING, MONITORING AND MANAGING SIMILAR STRATEGIES/INITIATIVES:

Please indicate your jurisdiction's experience implementing large scale, crime prevention programming and/or initiatives that would equip you to implement this type of strategy.

#6. RISK MITIGATION STRATEGY:

Please identify all potential risks involved with implementing this strategy/initiative(s) and the steps your jurisdiction will take to mitigate those potential risks:

#7. WORK PLAN, BUDGET AND SUSTAINABILITY PLAN

Completed submissions must include a Consolidated Budget (with roll up of all eligible cost categories for all initiatives/projects combined) to be attached to this submission form.

For municipalities/Indigenous communities who feel they are unable to complete a comprehensive submission without additional support (including Section 11 of this Submission Form), then you may also submit a single year developmental work plan in replacement of Section 11 of this Submission Form and check off the box below that you have attached a copy to the submission (please refer to the submission guide for more information).

Given the time limited nature of the BSCF program funding, recipients are strongly encouraged to develop a sustainability plan to be included with your submission outlining how you plan to/or what actions will be undertaken throughout the project lifecycle in order to secure additional funds outside of Public Safety to sustain the initiatives/projects beyond the contribution agreement period. Please indicate below if you have attached a copy of a sustainability plan to the submission.

Please indicate below which documents are attached to the submission form:

☐ Consolidated Strategy/Program Budget (required)

☐ Single Year Developmental Work plan (if applicable)

☐ Sustainability Plan

☐ Other Supporting Documentation (please specify below)

#8. DISCLOSURES:

8.1 Will this strategy/plan/project(s) include the services of a former public servant either as an employee or as a member of the Board of Directors who left the Federal Government in the last twelve months?
☐ Yes ☐ No

If yes, please provide assurance that the public servant (or former public servant) is in compliance with the *Values and Ethics Code for the Public Sector*, **and the** Conflict of Interest Act *(S.C. 2006, c.9)* **or the** Parliament of Canada Act *(R.S.C., 1985, c. P-1.01)***?**

You are required to answer yes or no. If you answer yes, you will be asked to provide assurances.

8.2 Will this strategy/plan/project(s) include the services of a lobbyist? ☐ Yes ☐ No

If yes, please provide assurance that, where lobbyists are used, they are registered in accordance with the *Lobbying Act (R.S.C., 1985, c.44 (4th supp.))* and that no commissions or contingency fees have or will be paid directly or indirectly to any person for negotiating or securing this request for funding.

You are required to answer yes or no. If you answer yes you will need to provide assurances.

8.3 Will a Federal official participate on an advisory committee or board related to your strategy/initiative(s)? ☐ Yes ☐ No

You are required to answer yes or no. If you answer yes, you will be asked to describe the role of the Federal official.

8.4 Please note that if you enter into a contribution agreement for funding with Public Safety Canada, you will be required to submit an annual performance report containing BSCF program data in a template provided by Public Safety Canada.

Are you willing to report on the program to the Government of Canada in order to be awarded funding?

☐ Yes ☐ No If you click "No", your submission will be ineligible for funding.

#9. DECLARATION:

The Declaration: The representative of the municipality/community declares that:

- **The information in the submission and attached materials are complete and accurate;**
- **The submission is made on behalf of the municipality/community and named signing authority with their full knowledge and consent;**
- **The municipality/community agrees to respect and comply with all relevant municipal codes, by-laws and provincial/territorial laws and regulations;**
- **The municipality/community agrees to respect and comply with the Lobbying Act, the Values and Ethics Code for the Public Sector, the Policy on Conflict of Interest and Post-Employment, and the Conflict of Interest Act;**
- **The municipality/community will disclose any role of a departmental official participating on an advisory committee or board. Such involvement must not be seen to be exercising control on the committee or board or on the use of the funds.**

And understand that:

- **Submissions can be shared with other Federal Departments, Provincial and Territorial governments, and relevant stakeholders;**
- **The information provided in this submission may be accessible under the Access to Information Act (R.S.C., 1985, c. A-1); and**
- **The municipality/community will be required to comply with the terms and conditions set out in a Contribution Agreement.**

Declaration:

☐ **I acknowledge and understand and agree with the statements above.**

☐ **I acknowledge that I understand and do not agree with the statements above.**

#10. SIGNATURE:

Write representative Name	Title	Date	Signature

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Cut and Paste the BELOW template for as many Initiatives or Programs you plan to implement under your Strategy (one per initiative). One initiative could have/address multiple objectives and activities.

#11. INITIATIVE(S) INFORMATION & SUMMARY:

INITIATIVE #1

11.1 Initiative Name:				
11.2 Initiative or Project Contact Information (if different from recipient contact information above):				
Organization Legal Name:				
Address:				
City:			Postal Code:	
Province/Territory:				
Organization Website (if applicable):				
11.3 Select the BSCF Program Objective(s) to be addressed through this initiative (check all that apply):	☐	To develop community-based prevention and intervention strategies and initiatives to tackle gun and gang activities.		
	☐	Increase the knowledge of the nature, scope and challenges of the identified recipient to tackle gun and gang activities.		
	☐	To develop a plan to sustain successful prevention and intervention activities upon completion of the five-year program.		
11.4 Type of Program/Initiative:				
Choose an item.				
11.5 Initiative/Program/Project Objectives (if different from those in 11.3):				
11.6 Initiative/Program/Project Description:				
11.7 Please Describe your Target Population(s) (if/where applicable):				

11.8 Initiative/Project Activities: *(Please check any of the eligible activities that apply to your initiative)*

Development of a strategy on gun and gang violence	☐
Development and delivery of prevention intervention initiatives addressing risk factors associated with gun and gang violence, including but not limited to mentoring, counselling, skills development and recreational opportunities	☐
Development or enhancement of data systems to support data gathering/reporting on gun and gang crime or on results achieved	☐
Development of knowledge to fill gaps at the community/recipient level, including research, and sharing of information and/or best practices related to gun and gang violence	☐
Outreach and recruitment of preventative initiatives or intervention participants	☐
Public awareness and education	☐
Collaboration and integration of horizontal initiatives related to gun and gang violence	☐
Development of a plan to sustain successful preventative initiatives or intervention activities beyond the end of the contribution agreement	☐
Any other prevention and intervention initiatives as developed in consultation with the program authority	☐

11.9 Project Outcomes and Measures: *(Please list below)*

Identify your proposed outcomes and describe the linkages with the demonstrated need provided in Q3, the BSCF program objectives (Q11.3), the objectives of the initiative/program or project (Q11.5) as well as with the project activities (Q11.8).

You can reference evidence from the demonstrated need provided in Q3, describe how and why the activities listed link to the anticipated program or strategy outcomes and the BSCF program objectives and outcomes.

1.
2.
3.
4.
5.

12.1 Official Languages:

What will your municipality/community (or organization to whom funds are re-distributed) do to address official languages requirements for linguistic minorities, as per the *Official Languages Act*, with respect to this project?

Describe how the needs of the official language group will be addressed. If there are none to be considered, provide a rationale as to why.

12.2 Gender Based Analysis + (GBA+):
How will your project assess/address the potential impacts of policies, programs, services, and other initiatives on diverse groups of women and men, taking into account gender and other identity factors. The "plus" refers to other intersecting factors beyond gender such as age, education, language, geography, culture and income.

Describe how the needs of the above groups will be addressed. If there are none to be considered, provide a rationale as to why.

12.3 Will/does your municipality/community intend to undertake evaluation activities related to the proposed initiatives/projects? ☐ Yes ☐ No ☐ To be determined ☐ Not applicable

Has your municipality/community been involved in evaluation activities in the past? ☐ Yes ☐ No

Does your municipality/community currently gather data on existing programs (e.g., participant attendance, participant and/or stakeholder survey results, and program financial records)?

☐ Yes ☐ No

If you answered Yes to any of the above, please provide information as to what type of evaluation activities you plan to undertake as well as details on your previous experience that supports evaluation activities indicated above.

12.4 Given the time limited nature of the BSCF program funding, have you included a sustainability plan with your submission (Q7)? ☐ Yes ☐ No ☐ To be determined or ☐ Not applicable

If not yes, please provide information below regarding sustainability activities you plan to implement throughout the lifecycle of the project. If no, to be determined or not applicable, please provide information as to why.

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12.5 Initiative/Project Budget ***(All Projects must collectively total the funding allocation PS has identified based on a funding methodology)***	
Fiscal Year	**Budget**
FY 2022-23	**$**
FY 2023-24	**$**
FY 2024-25	**$**
FY 2025-26	**$**
Total Project Amount:	**$**