



Rapid Adaptation Projects: Eligible Costs

Eligible Activities List

There are four **Project Focus Areas** under RAP. Applicants must select **one** Project Focus Area for their project and may include one or more eligible activities within that focus area.

Project Focus Areas and Eligible Activities

Community Wildfire Resilience

- Construction of firebreaks
- Prescribed or cultural burn activities
- Fire-resistant vegetation management or replacement
- Fire-resistant defensible space creation around structures
- Delivering wildfire prevention training and solutions (e.g., FireSmart Wildfire-Ready Community training)

Community Flood Resilience

- Coastal or floodplain rehabilitation
- Permeable pavement, rain gardens, bioswales, or small stormwater ponds
- Constructed wetlands
- Tree planting (Stormwater management and erosion control)
- Nature-based solutions for flood management community training

Community Heat Resilience

- Installation of shade structures
- Tree planting (Shade and cooling)
- Installation of drinking water fountains, misting stations or splash pads
- Cooling equipment upgrades or installation
- Cooling kits for vulnerable populations
- Cooling centers or buses (Additional Operating Hours)
- Heat safety outreach and programming

Resilient Community Facilities

- Green roof installation
- Permafrost resilience project upgrades or installation
- Cooling equipment upgrades or installation
- Cooling centers (Additional Operating Hours)
- Indoor air quality improvements
- Water use reduction or storage projects
- Fire, storm, or flood resistant material installation
- Fire-resistant defensible space creation around structures
- Community refrigeration/food storage installation or upgrades
- Backup power installation

Eligible Costs

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted. The Eligible Costs table can also be found in the Project Workbook.

This table outlines the costs that may be partially reimbursed by LLCA.

Costs incurred after date application received by GMF		
Cost category	Eligible costs	Ineligible costs
(1) Administrative	<p>Administrative costs that are directly linked to and have been incurred for the project, such as:</p> <ul style="list-style-type: none"> o Permits or certifications (e.g., cultural burn permit required by province) required for the project o Printing or photocopying by outside suppliers o Acquisition of documents used exclusively for the project o Document translation o Utility and fuel costs for running cooling centres and cooling buses 	<ul style="list-style-type: none"> o Office space, supplies and general overhead costs incurred in the ordinary course of business o Project-related fees payable to the eligible applicant(s) (e.g., municipal permit fees) o Routine or ongoing operating costs or activities (e.g., heating, cooling, lighting, security, software, service subscriptions) unless they are incremental operations required to deliver the project's adaptation objective. Quantitative data collection on hours and supported individuals will be required during operational periods.
(2) Advertising	<p>Advertising costs essential to communicating the project to the public, as well as project evaluation, such as:</p> <ul style="list-style-type: none"> o Fees for advertising development o Fees for media distribution o Website development o Public surveys 	<ul style="list-style-type: none"> o Advertising costs for general education or publicity that is a result of ongoing or other business activity and not a specific requirement of the project o Promotional items
(3) Capital Expenditures	<p>Capital costs as defined and determined in accordance with generally accepted accounting principles (GAAP), including:</p> <ul style="list-style-type: none"> o Costs for acquiring, developing, constructing, modernizing or leasing systems (equipment, hardware, software, etc.) o Costs of construction, renovation or modernization of facilities and structures, or the construction of ecosystem features, such as materials and installation costs 	<p>Costs not consistent with the implementation of activities in the Eligible Activities List.</p> <ul style="list-style-type: none"> o Purchase of equipment or assets that could be rented or leased to achieve the outcomes of the project, or that are above and beyond what is required for the scale and duration of the project. o Purchase or lease of land and buildings o Expenditures related to emergency services infrastructure (e.g. purchase of public notification systems), except where consistent with eligible activities (e.g.

		<ul style="list-style-type: none"> retrofitting a fire hall to be storm resilient). o Single-use temporary risk mitigation equipment (e.g., flood barriers such as sandbags) o Projects that create an orphan structure for which ownership and/or maintenance responsibility does not remain with the local government o Routine operations and maintenance of existing assets. o Relocation or raising of non-municipal assets
(4) Equipment purchase and rental	<ul style="list-style-type: none"> o Purchase or rental of tools and equipment necessary for the implementation of the project (pumps, chippers, axes, etc.) to a maximum of \$20,000. 	<ul style="list-style-type: none"> o Rental or purchase of tools or equipment related to ongoing or other business activities.
(5) In-kind	<ul style="list-style-type: none"> o Note: Lead applicants can include costs for staff time for time actually worked on the implementation of the project and list this as “staff remuneration.” See Staff Remuneration category below. 	<ul style="list-style-type: none"> o Any goods and services that are received through donation or in-kind contribution (including donations from Partner Organizations).
(6) Meetings and public gathering	<p>Costs related to meetings and public gatherings held to communicate the project to the public and collect feedback, such as:</p> <ul style="list-style-type: none"> o Facility rental o Audiovisual equipment rental o Services to support people with specific needs, where such services contribute to the equity and inclusion objectives of the project (e.g., simultaneous interpretation, shuttle service, babysitting service, etc.) o Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers. (Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts) o Costs related to local cultural protocols (e.g., gifts, cultural ceremonies); 	<p>Any hospitality expenses, such as:</p> <ul style="list-style-type: none"> o Food and drinks, unless part of a specific cultural protocol o Alcohol o Door prizes o Entertainment, music o Decorations, flowers, centerpieces
(7) Services	<ul style="list-style-type: none"> o Fees for professional or technical consultants and contractors. o Final project design costs necessary for project implementation 	<ul style="list-style-type: none"> o Costs for engineering studies, audit studies or feasibility studies for which grants or contributions are provided by or committed to be provided by the Government of Canada. o Costs related to a community climate risk assessment (or equivalent) o Costs related to climate adaptation plans or other planning not related to the development or implementation of an eligible project
(8) Staff remuneration	<ul style="list-style-type: none"> o Incremental staff and administration costs (e.g. creating a new position or adding new responsibilities to an existing position) to oversee activities required to implement the project. 	<p>Regular salaries and/or benefits of applicant staff or partners including:</p> <ul style="list-style-type: none"> o Overtime pay o Bonuses/performance pay

	<p>Note: The cost of Staff Remuneration for local governments and/or Indigenous Community partners is an eligible cost. Each partner will be required to invoice the lead applicant directly to report on time, tasks, and hourly rate of activities to receive reimbursement.</p> <ul style="list-style-type: none"> o Daily rates actually paid by the eligible recipient to its employees (including permanent and contract employees) in Canada for time actually worked on the implementation of the project (including staff time to participate in GMF-led capacity building activities related to the eligible initiative). The daily rate per employee shall include the following costs: <ul style="list-style-type: none"> o direct salaries: actual and justifiable sums paid by the eligible recipient to employees in accordance with the eligible recipient's pay scales as regular salary excluding overtime pay and bonuses o fringe benefit, in accordance with the eligible recipient's policies, as follows: <ul style="list-style-type: none"> a. time-off benefits (prorated to the annual percentage of time actually worked on the implementation of the project): allowable number of days to be paid by the eligible recipient for the payable absences of statutory holidays and annual vacation b. paid benefits: actual sums paid by the eligible recipient for paid benefits (prorated to the annual percentage of time actually worked on the implementation of the project); this includes the eligible recipient's contribution to employment insurance and workers' compensation plans (where applicable), health and medical insurance, group life insurance, or other mandatory government benefits 	<ul style="list-style-type: none"> o Fringe benefits, such as sick days, maternity leave, parental leave, pension plan and any other fringe benefits not listed as eligible o Costs related to ongoing or other regular business activities and not specifically required for the project o Staff wages while receiving training or attending learning events o Professional membership fees or dues o Staff remuneration for which a grant or contribution are provided by or committed to be provided by GMF.
(9) Training	<ul style="list-style-type: none"> o Community training opportunities outlined in the Eligible Activities List. o Training activities must be paired with one or more non-training activities. Up to 50% of total funding may be used towards training activities, to a maximum of \$20K. Remaining funding must be used toward another eligible non-training activity 	
(10) Travel and accommodation	<ul style="list-style-type: none"> o Travel and project-associated expenses for the project team to the extent that the travel and accommodation rates comply with Treasury Board of Canada guidelines and to the extent that such travel is necessary to complete the project. 	<ul style="list-style-type: none"> o Travel and associated expenses of a partner in the project o Travel, accommodation and fees to attend conferences, missions, trade shows, etc.
	<p>Tree planting costs inclusive of all below activities to a maximum contribution of \$25,000</p> <p>Purchase of planting stock:</p> <ul style="list-style-type: none"> o Trees <p>Permanent tree-planting related infrastructure:</p> <ul style="list-style-type: none"> o Irrigation systems o Root barriers o Tree grates, guards and protection o Structural soil cells o Tree support systems 	<ul style="list-style-type: none"> o Any tree planting activity costs above \$25,000

	<ul style="list-style-type: none"> o Tree fencing o Other tree planting infrastructure <p>Purchase of supplies and materials specifically needed to undertake tree planting activities:</p> <ul style="list-style-type: none"> o Soil o Mulch o Fertilizer <p>Purchase of tree planting equipment:</p> <ul style="list-style-type: none"> o Shovels, spades and other digging equipment o Dibble bars, mechanical or electric augers o Tree mats and landscaping fabric o Tree shelters, stakes and support systems o Tree watering equipment o Other tree planting equipment <p>Equipment rental costs:</p> <ul style="list-style-type: none"> o Rental of tools and equipment specific to tree planting <p>Services Costs:</p> <ul style="list-style-type: none"> o Service fees associated with tree planting and the installation of the permanent tree planting infrastructure (please see list above). 	
(12) Taxes	<ul style="list-style-type: none"> o Taxes for which your organization is not eligible for rebate (provincial, territorial, or federal). 	<ul style="list-style-type: none"> o The portion of taxes for which your organization is eligible for rebate (provincial, territorial or federal).