

Source Protection Municipal Implementation Fund: Timeline Extension Frequently Asked Questions (FAQs) Timeline (Extension) Questions

1. What are the current Fund's timelines?

The Source Protection Municipal Implementation Fund requires that a final report is submitted to the Ministry by December 11, 2015, with the Grant Funding Agreement ending on March 31, 2016. Activities must be undertaken, with costs expended, by December 7, 2015.

2. Why would a municipality want a timeline extension?

The Ministry has heard from several municipalities that they would like to spend their SPMIF funds on eligible activities in alignment with the applicable approved source protection plan(s). Providing an additional year will enable these municipalities to have more time to use SPMIF funds on policy implementation based on approved source protection plans applicable to their jurisdiction.

3. What changes need to be made to enable a timeline extension?

In order to enable a timeline extension, the following items need to occur:

- The municipality must request the one-year extension by emailing SourceProtectionFunding@Ontario.ca with "SPMIF Extension – Name of Municipality" in the subject line, by the deadline, no later than October 16, 2015.
- An amendment must be duly executed (i.e. signed by both the Municipality and the Ministry).
- An additional interim progress report will be required to be submitted (due December 2015).
- The final report will now be due to the Ministry in December 2016. Activities must be undertaken, with costs expended, by December 5, 2016.

Please note that the final payment will be issued based on the Ministry approving the December 2016 final report.

4. What is the deadline for requesting a Grant Funding Agreement timeline extension?

The Ministry must receive the municipality's request to extend its Grant Funding Agreement by 5:00pm EST Friday, October 16, 2015 at the email account SourceProtectionFunding@Ontario.ca.

Extensions will not be considered after this deadline.

5. What happens after a municipality requests a timeline extension?

Once the Ministry receives the municipality's request for a timeline extension (no later than 5:00pm EST on Friday, October 16th, 2015), the Ministry will issue an amendment to the municipality's grant funding agreement. The Ministry will email this amendment to the official contact, requesting that two (2) copies are printed, signed and returned to the Ministry within two weeks. Complete instructions will be provided within the email.

Please note that only duly executed amended Grant Funding Agreements will be extended. The remaining agreements will expire on March 31, 2016.

If you need to update the official contact information currently listed in your agreement, please notify the Ministry as soon as possible by contacting SourceProtectionFunding@Ontario.ca.

6. Why wouldn't a municipality want a timeline extension?

Some municipalities have demonstrated significant progress in spending. If a timeline extension is not requested, the final payment will be released to the municipality upon the approval of the final report, due December 2015.

- No further reports will be required after the December 2015 final report.
- No Grant Funding Agreement amendment will be required and the Agreement will end on March 31, 2016.

General SPMIF Questions

7. What activities can a municipality use the funds for?

Whether your respective source protection plan is approved, effective, or proposed, there are many eligible activities that your municipality can undertake to implement source protection plan policies.

Eligible activities are those undertaken by your municipality, or on your municipality's behalf, between December 13, 2013 and December 7, 2015 (or December 5, 2016 if an extension amendment has been duly executed) that are directly related to the following:

Risk management

- Establishing and enforcing risk management plans (including interim risk management plans where source protection plans have not yet been approved) under Part IV of the Clean Water Act, 2006;
- Communication with landowners affected by policies pertaining to Part IV of the Clean Water Act, 2006;
- Refining the number of threats within your municipality pertaining to Part IV of the Clean Water Act, 2006;

Land use policies

- Implementing your municipality's municipal land-use planning policies related to activities that are identified as significant drinking water threats;

Education and outreach

- Implementing education and outreach policies to address significant drinking water threats;

Other activities

- Working with the local source protection authority and local source protection committee to understand your municipality's requirements under the source protection plan;
- Developing and/or modifying your municipality's business processes in order to implement significant drinking water threat policies ;
- Establishing processes for information sharing among municipalities and source protection authorities;
- Developing a reporting framework for your municipality that aligns with the collection of data under section 65 of Ontario Regulation 287/07, made under the Clean Water Act, 2006; and
- Other activities your municipality undertakes to fulfill its requirements to implement significant drinking water threat policies.

8. What costs can a municipality use the funds for?

Eligible costs are those undertaken by your municipality, or on your municipality's behalf, between December 13, 2013 and December 7, 2015 (or December 5, 2016 if an extension amendment has been duly executed) that are directly related to the above eligible activities, in the following three categories:

- Municipal salaries and benefits
- Fees incurred for contracted professional services
- Printing and distribution costs related to education and outreach programs and activities necessary to implement a source protection plan.

9. What if a municipality has more questions?

In order to accommodate summer schedules, the Ministry will be holding two webinars on **Tuesday, August 11 at 10:00am** and **Wednesday, August 26 at 10:00am**. Following the webinars, please send any SPMIF-related questions to SourceProtectionFunding@Ontario.ca. For general inquiries related to source protection plans and/or policies, municipalities are encouraged to contact their local conservation authority.