



Community Government Hosting Evacuees Grant GUIDELINES

1. Overview

The Department of Municipal and Community Affairs (MACA) may provide financial support to community governments for expenditures related to supporting evacuees who are not at a designated evacuation centre established at the request of the Emergency Management Organization, MACA.

2. Grant Funding Amount

The Hosting Evacuees Grant provides funding to community governments who host 10 or more registered evacuees, on the following sliding scale:

# of registered evacuees	Eligible Grant Amount
1-9	\$0
10-19	\$20,000
20-29	\$30,000
30+	\$40,000

Grant funding can be requested after an evacuation order for a community government in the Northwest Territories has been in place for seven days or more.

3. Purpose of Funding

The funding is restricted for use to host registered evacuees and must be used for expenses related to:

- Overtime costs for community employees providing hosting services (i.e., setting up cots, registration, operating the evacuation centre);
- Salary for casual staff hired specifically to assist with hosting;
- Food services established for the evacuation centre;
- Laundry services established for the evacuation centre;
- Janitorial services established for the evacuation centre;
- Security services established for the evacuation centre; and
- Purchase of essential toiletries (soap, toilet paper) for evacuees.

4. Deadline

Community governments can apply for funding up to 30 days from the date the Evacuation Order is lifted and/or community residents are able to return home.

5. Eligibility

To be eligible for the Hosting Evacuees Grant, all the following criteria must apply:

- (a) An Evacuation Order must be in place, prompted by a risk to public safety, and communicated publicly by a community government.
- (b) Evacuees must be registered as outlined in the NWT Emergency Plan, and the registration must identify evacuee name, time and date of arrival, special needs and accommodations, time and date of departure, etc.
- (c) The community government must provide proof that registered evacuees were hosted by them for 7 or more days.
- (d) The community government must provide proof that it requested funding from other sources, including donations from a registered charity, and the request was not approved (e.g. funds were not able to be obtained from other sources).

6. How to Apply

Community governments can apply for the Hosting Evacuees Grant by completing the application form, completing all relevant sections, attaching the required documentation, and submitting it to disasterassistance@gov.nt.ca.

7. Liability

The Government of the Northwest Territories is not liable for any damage to community government property or the safety of registered evacuees receiving support from a community government.

8. Payment Process and Timelines

Upon receipt of a completed application for the Hosting Evacuees Grant, grant funding is issued based on MACA's confirmation of eligibility. Grant funding will be processed within 10 business days of this confirmation.

9. Reporting Requirements

There are no reporting requirements from a community government to MACA after the grant funding is received.

May 25, 2023

Date



Minister

Municipal and Community Affairs