

July 15, 2021

Paul Gipps, CAO
City of West Kelowna
2760 Cameron Road,
West Kelowna, BC, V1Z 2T6

RE: 2021 Strengthening Communities' Services program – Approval Agreement & Terms of Conditions of Funding – IN CONFIDENCE

Dear Mr. Gipps,

Thank you for submitting an application under 2021 Strengthening Communities' Services program.

I am pleased to inform you **in confidence** that the Evaluation Committee has approved funding for your project, *Peer Ambassador Program*, in the amount of \$159,493.50.

A payment in the amount of \$79,746.75 will follow by electronic funds transfer after the signed Approval Agreement has been returned to UBCM. This amount represents 50% percent of the total approved grant. The remaining 50% percent, or eligible final payment, will be available after a satisfactory final report and financial summary has been submitted to UBCM.

The Ministry of Municipal Affairs and the Government of Canada have provided funding for this program and the general Terms & Conditions are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM within 30 days;
- (2) To provide the Province of BC with the opportunity to make announcements of funding approvals under this program, please keep information regarding this funding approval **in confidence until August 13, 2021**;
- (3) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (4) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;

The Strengthening Communities' Services program is funded by the Province of BC and Government of Canada

- (5) All project activities must be completed within one year and no later than July 31, 2022;
- (6) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than August 31, 2022;
- (7) Any unused funds must be returned to UBCM within 30 days following the project end date.
- (8) Any in-person activities, meetings, or events meet physical distancing and other public health guidance in relation to COVID-19
- (9) Activities must comply with all applicable privacy legislation under the Freedom of Information and Protection of Privacy Act in relation to the collection, use, or disclosure of personal information while conducting funded activities.
- (10) Approved projects may be subject to a compliance audit.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all application and final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to support unsheltered homeless populations and address related community impacts.

If you have any questions, please contact Local Government Program Services at 250 356-0390 or jwoodrow@ubcm.ca.

Sincerely,



Jonas Woodrow
Program Officer, Local Government Program Services

cc: Jen Kanters, City of West Kelowna

Approval Agreement (to be signed by the CAO or designate)

I, Paul Tipos, have read and agree to the general Terms & Conditions and the requirements for funding under the 2021 Strengthening Communities' Services program.

Paul Tipos
Signature

July 16, 2021
Date

Please return an electronic copy of the signed Approval Agreement to lgps@ubcm.ca