

**Utility Extension Grants Policy**

Department	Finance	Policy No.	
Section	Grants	Date Approved by Board	
Repeals	RBAC Funding Policies	Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The Rural Utility Extension Grant policy establishes clear guidelines for the Rural Budgets Administration Committee (RBAC) for the distribution of grant funds to support the extension of public utility services for electrical and natural gas to registered property owners within the Electoral Areas of the Peace River Regional District (PRRD).

2. Scope

- 2.1 This Statement of Policy applies to the RBAC, PRRD and all external organizations that apply for grant-in-aid funds from the Rural Budgets Administration Committee.

3. Definitions

- 3.1 *Grant Contribution:* refers to non-repayable funds disbursed or given by one party, often a government or other organization, to a recipient for a particular purpose.
- 3.2 *Utility Company:* refers to a public utility company that provides services such as electricity or natural gas to customers. (BC Hydro, Pacific Northern Gas, FortisBC).
- 3.3 *Rural Budgets Administration Committee:* refers to a Standing Committee of the Regional Board comprised of the Electoral Director from each Electoral Area in the Peace River Regional District who has the authority, delegated to them by the Regional Board as per 'Rural Budgets Administration Bylaw No. 1166, 1998', to administer the rural budgets identified in Bylaw 1166 and approved in the current PRRD Five Year Financial Plan Bylaw.

4. Policy

- 4.1 The Rural Budgets Administration Committee is responsible for the review and approval of all Utility Extension grant applications.
- 4.2 Utility Extension grants are limited to one time only per applicant, regardless if the property owner is a registered owner of multiple properties.



- 4.3 Grant funding is available only to offset the costs of mainline extensions on publicly maintained roads to serve residential customers.
- 4.4 All costs related to the connection of the residence to the main line (the service line) are the responsibility of the property owner.
- 4.5 The maximum grant contribution available to extend Electrical Services is \$4,000 and is subject to the following:
- a) The property owner is responsible for the first \$1,000 of the main line service costs; therefore when cost of extending the main line to the property is \$1,000 or less, no grant funds will be provided.
 - b) When the cost of extending the main line to the property is \$1,001 or greater, grant funds may be provided at a rate of 50% on the balance over \$1,000 to a maximum grant of \$4,000.
 - c) An example on how to calculate the grant is outlined on the Utilities Extension Grant Application - Electrical.
- 4.6 The maximum grant contribution available to extend Natural Gas Services is \$5,000 and is subject to the following:
- a) An Electoral Area may contribute up to 75% of the total cost to the property owner, less any other contribution, (Provincial grants, etc.) to a maximum amount of \$5,000.
 - b) An example on how to calculate the amount is provided on the Utilities Extension Grant Application – Natural Gas.
- 4.7 Applicant Criteria:
- a) All applicants must be registered owners of a rural property located in one of the four Electoral Areas B, C, D, or E of the PRRD.
- 4.8 Application Criteria:
- a) Applications are accepted on a continuous intake from January 1st to December 31st.
 - b) Applications must be completed by the rural property owner and submitted to the PRRD.
 - c) The appropriate Utility Company is required to complete the calculation section of the application to provide the amount and sign off on the mainline extension.
- 4.9 Disbursement of Funds:
- a) Grant payments will be issued to the Utility Company and mailed to the applicant, who is responsible for providing the cheque to the Utility Company.
 - b) Grant applicants may request payment be made payable to themselves provided they can provide to the PRRD, proof of payment to the Utility Company for the cost of the project.

Affiliated Procedure	
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