

June 24, 2024

Chair Brad Sperling and Board
Peace River Regional District
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Reference: LGPS-10508

Re: 2024 Asset Management Planning program (Spring Intake) – Approval Agreement & Terms of Conditions of Funding

Dear Chair Sperling and Board,

Thank you for submitting an application, dated May 7, 2024, under the 2024 Asset Management Planning grant program (Spring intake).

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *Implementation of Cityworks Asset Management System*, in the amount of \$25,000.00.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Municipal Affairs has provided funding for this program and the general Terms & Conditions are attached. In addition, and in order to satisfy the terms of the contribution agreement, the following requirements must be met in order to be eligible for grant payment:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM within 30 days of the date of this letter;
- (2) The funding is to be used solely for the purpose of the above-named project and for the expenses itemized in the approved application and budget;
- (3) The grant funding must be matched in cash or in-kind;
- (4) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (5) All project activities must be completed within 12 months and no later than June 25, 2025;

The Asset Management Planning program is funded by the Province of BC

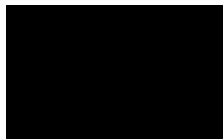
- (6) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than July 25, 2025;
- (7) Any unused funds must be returned to UBCM within 30 days following the project end date.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all 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 advance asset management in your local government.

If you have any questions, please contact Local Government Program Services at 250-356-7123 or lgps@ubcm.ca.

Sincerely,



Lynsay Pacey, Program Officer

cc: Jody Schmidt, Investment Officer

Reference: LGPS-10884

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

I, Shawn Dahlen, authorized designate of the Peace River Regional District, have read and agree to the general Terms & Conditions and the requirements for funding under the **2024 Asset Management Planning** funding stream.



CAO

June 25, 2024

Signature, Title

Date

An original or certified digital signature is required

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