

14 MAR 2017

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## CIRCULAR

To: All Municipalities, Local Service Districts, Engineering Consultants, Regional Service Boards and Inuit Community Governments

Re: Call for 2017/2018 Municipal Capital Works and Cost-Shared Funding Applications

Date: March 13, 2017

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Applications are invited for the 2017-2018 Municipal Capital Works and Cost-Shared Funding Programs. Applications will be used for the 2017-18 Municipal Capital Works Program as well as for future federal funding programs. The deadline for the receipt of applications for the 2017-2018 Infrastructure Program is April 21, 2017. Applicants should note that program funding is subject to budget appropriations for fiscal year 2017-2018.

Please note that new cost-share ratios are being implemented this year for some project categories as follows:

	Population	Municipal Share	Provincial Share
Water, waste water, disaster mitigation	Less than 3,000	10%	90%
	3,000 - 7,000	20%	80%
	Greater than 7,000	30%	70%
Fire fighting vehicles and equipment	Less than 3,000	20%	80%
	3,000 - 7,000	30%	70%
	Greater than 7,000	40%	60%
Recreational projects, buildings, fire halls	All population bands	40%	60%
Roads and other funding requests	All populations bands	50%	50%

In addition to the above, projects that are regional in nature, will drop by one ratio band (i.e. 10%) unless the project already falls into the 90/10 category.

In addition, effective immediately, all projects will strictly adhere to approved project budgets. To support this process, MAE will allow reasonable contingency allocations to be included within the project budget. Once the provincial share for the project has been approved, no additional funding for the project will be provided by MAE.

As in previous years, the Department of Municipal Affairs and Environment will be utilizing the Provincial Government's online application format, the Municipal Support Information System (MSIS), which has been developed for the submission of applications and project status reports. Applicants can access the application website at [www.ma.gov.nl.ca/capital\\_works/cwfunding.html](http://www.ma.gov.nl.ca/capital_works/cwfunding.html).

To gain access to the online application site, users require a USER ID and PASSWORD. Any user who has not obtained a USER ID and PASSWORD is asked to contact the System Administrator Heather Roberts — [MA-InfoMgmt@gov.nl.ca](mailto:MA-InfoMgmt@gov.nl.ca) or (709) 729-5498.

Applicants should note that all applications that are on file from previous funding programs are no longer considered active and are being deleted from our databases. All applications must be entered through the MSIS System. It is not necessary for users to re-enter an application for a project that has already been approved. However, new applications are required to be submitted for phases of proposed projects not yet funded.

Applicants should only apply for projects which are affordable as demonstrated by completion of the Financial Evaluation forms available on the Department's website:  
[www.ma.gov.nl.ca/capital works/proposed.html](http://www.ma.gov.nl.ca/capital%20works/proposed.html)

For capital works applications, the following items must be submitted in addition to the online application by the April 21, 2017 deadline. These items can be uploaded using the documents section of the online application.

- Completed Financial Evaluation Form
- Resolution of Local Government authorizing the Application
- Project Cost Estimates
- Drawing indicating location and scope of the proposed project

Questions regarding the application process can be directed to the appropriate contact listed below:

Mr. Inayat Rehman, P. Eng.  
Eastern Regional Office  
Phone: (709) 729-5337  
Email: [inayatrehman@gov.nl.ca](mailto:inayatrehman@gov.nl.ca)

Mr. Chris Power  
Central, Western and Labrador Regional Offices  
Phone: (709) 637-2491  
Email: [chrispower@gov.nl.ca](mailto:chrispower@gov.nl.ca)

Sincerely,



**HEATHER TIZZARD**  
Assistant Deputy Minister  
Municipal Infrastructure and Support

/jl

cc: Regional Managers  
cc: Regional Engineers