



## **Re: MAD Building Fund Terms of Use**

The twenty Mutual Aid or Training Districts are allocated funding by the Office of the Fire Commissioner in order to support the local training capacity. Each Mutual Aid or Training District is eligible for funds, in the form of a Grant, for "Initiatives or projects that will enhance the training capacity of the district."

The Grant is funded through the Office of the Fire Commissioner. The fund is administered by the Office of the Fire Commissioner.

Districts are able to apply for funding of various projects. This fund provides for more flexibility for the Districts to embark on projects not previously available.

Projects include necessary expenses directly related to supporting the delivery of Mutual Aid District training programs and public education initiatives.  
ONLY projects that meet these criteria will be considered.

This includes specifically identified items, equipment, materials, or training events;

- Development of regional training sites and associated training props
- Purchase of text books or other training materials
- Purchase of training mannequins and other props
- Purchase of audio visual equipment
- Purchase of consumable items utilized for a specific purpose
- Design, development and execution of staged training exercises
- Training resources, courses or other activities aimed at specifically identified hazards
- Travel costs directly associated with enhancing mutual aid training
- Expenses related to supporting public education trailers or initiatives
- Selection of pre-approved items identified by OFC

Grant applications from a district can be submitted to the Office of the Fire Commissioner.

- Applications will be in the form of a letter with supporting Mutual Aid or Training District Resolution form attached.

Grant applications will state the following;

1. Description and design of item(s)
2. Function and purpose (include any references, diagrams, designs, etc.)
3. Storage, maintenance and repair plans, and service life
4. Acquisitions plans and timelines
5. Cost(s) for purchase

All project invoices and motions for expenditures must be submitted no later than **December 31** for each fiscal year. Submissions after this date may not be accepted. Invoices must continue to be submitted to the Brandon Office of the Office of the Fire Commissioner.

The Office of the Fire Commissioner will review applications and allocate funds.

Project costs must be within the annual financial allocation as there is no guarantee of continued funding support from year to year.

Items may be inspected for safety, functionality and acquisition by the Office of the Fire Commissioner.

The Office of the Fire Commissioner may require conditions in place prior to approval, acquisition or usage.

The Office of the Fire Commissioner may allocate remaining funds to projects supported under this initiative.

Note 1: The total amount of financial support available to each mutual aid or training district for the fiscal year will be \$18,000.00. This amount is comprised of \$11,500.00 from within the budget of the Manitoba Emergency Services College (MESCC) Training Incentive Fund, and an additional \$6500.00 through the MAD Building Fund.

Note 2: A maximum of \$3000.00 per district is available to subsidize travel costs. The primary focus of subsidizing travel costs should be to access specialized program areas and to subsidize travel costs for students participating in Mutual Aid District training programs to travel to evaluation sites if necessary for the program they are participating in.

**Appendix A – MAD Building Fund District Resolution**

WHEREAS the Province of Manitoba, has allocated \$6500 to each Mutual Aid or Training District through the MAD Building Fund to support and enhance local and regional training opportunities:

AND WHEREAS the \_\_\_\_\_ Mutual Aid District has agreed to the purchase of \_\_\_\_\_ for the purpose of enhancing our regional training program and capacity;

AND WHEREAS the estimated cost of this project is \_\_\_\_\_ and within the allocated \$ 6500.00 allowable limit for each mutual aid or training district;

THEREFORE be it resolved that the District responsible for this project, will submit an application meeting all the criteria for the fund’s term of use, to the Office of the Fire Commissioner for review, approval or specified conditions.

Mutual Aid District \_\_\_\_\_

Coordinator \_\_\_\_\_ Signature: \_\_\_\_\_

Moved by: \_\_\_\_\_ Date: \_\_\_\_\_

Seconded by: \_\_\_\_\_ Date: \_\_\_\_\_

Outcome of Vote: \_\_\_\_\_ Resolution Number: \_\_\_\_\_

Dept.	For	Against	Abstain	Dept.	For	Against	Abstain