

Emergency Services Provider Fund



Application Guidelines 2024-25

Introduction

The Emergency Services Provider Fund (ESPF) is a program intended to assist first responder organizations in Nova Scotia with the purchase of equipment used directly in response to a fire or emergency situation. The program may provide up to 75% of the total cost of a project, to a maximum of \$20,000.

Eligible Recipients

- Fire departments;
- Ground search and rescue organizations;
- HAZMAT organizations, and
- Other first responder organizations in Nova Scotia who did not receive funding in 2022-23 or 2023-24.

Organizations must be in compliance with all reporting requirements prior to application. Applicants can only receive funding once every three (3) fiscal years.

Eligible Costs

Funding will be used for equipment used directly in the response to a fire or emergency situation. Eligible equipment must fall into the following categories. Equipment outside of these categories will not be funded.

- Personal Protective Equipment (PPE) & Self-Contained Breathing Apparatus (SCBA);
- Communications equipment;
- Miscellaneous fire fighting equipment;
- Rescue equipment;
- Water supply and suppression equipment;
- HAZMAT equipment; and
- Emergency power for building

A detailed listing of eligible equipment can be found in the application.

Eligible project costs must be incurred from April 1, 2024 to March 31, 2025.

The Recipient must secure the necessary insurance and permits prior to the commencement of the Project (e.g. emergency power).

Ineligible Costs

- operating and administrative costs;
- vehicles of any type, including boats and ATVs;
- vehicle upgrades;
- new construction or upgrades to facilities outside of Emergency Power as listed; and
- equipment not used directly in the response to a fire or emergency situation.

Application Submission

To download the ESPF application for 2024–25, please visit the website at the link below or use your phone to open the website using the QR code on the right:



<https://beta.novascotia.ca/apply-funding-buy-equipment-thats-used-directly-response-fire-or-emergency-emergency-services-provider-fund>

You can also use a search engine (i.e. Google) to locate our website. Please use the following key words in your search, 'ESPF Nova Scotia'.

If you are having difficulties downloading the application online, please contact the Department of Municipal Affairs and Housing (DMAH) and we will provide assistance.

Completed applications and any supporting documents are to be submitted by email to ESPF@novascotia.ca. If you are unable to submit electronically, please contact DMAH.

An acknowledgement email will be sent to you once your application is received.

Review and Approval Process

Applications submitted to DMAH will be reviewed to ensure requirements outlined in these guidelines have been met. Incomplete applications and/or late submissions may result in your project not being considered for funding.

As part of the review and approval process, DMAH may request information from your municipalities related to the financial support they provide your organization.

The review and evaluation of applications is a competitive process. Although a project may be eligible, it is not guaranteed funding from this program. If the project is approved, it is possible that the approval will not match the full level of funding requested in the application.

Payment

Successful applicants will receive an approval letter and Terms and Conditions (T&Cs) outlining the requirements of the approval. DMAH will release 100% of the payment upon receiving the signed T&Cs.

Project Completion

The project must be complete and all invoices must be dated no later than March 31, 2025.

DMAH has the right to require the return of any unspent funds or any funds that have been spent on items that were not part of the Agreement.

Final Reporting

The Recipient must submit a Statement of Expenditures to DMAH within 60 days of project end date. DMAH will provide the required reporting templates to successful recipients.

The Statement of Expenditures will consist of a listing of all invoices as well as proof of payment in the form of copies of cancelled cheques, printouts of online cancelled cheques, or copies of electronic payment documentation.

Communications

Funding approvals must be kept confidential until DMAH has coordinated a public program announcement.

The contribution by DMAH must be recognized in any project promotion or communication.

A list of successful project applicants may be made public after the process is completed.

For More Information

Emergency Services Provider Fund (ESPF)

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