

COR/2012/07572

CIRCULAR

**To: All Municipalities, Local Service Districts & Engineering Consultants**

**Re: Proposed 2013/2014 Municipal Capital Works Program**

**Date: September 6, 2012**

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Applications are invited for the Proposed 2013/2014 Municipal Capital Works Program. The Department of Municipal Affairs will be utilizing the Federal Government's online application format in SIMSI, which was developed for the Building Canada Fund – Communities Component (BCF-CC). Applicants can access the BCF-CC application website at <https://bcfcc-fccvc.infrastructure.gc.ca>. The Project Application Form Guidelines, Project Justification and Business Case Guidelines and supporting documentation can be viewed on the Municipal Affairs web-site and downloaded if the applicant desires. In order to gain access to the online application site Municipalities and Local Service Districts are hereby requested to utilize the USER ID and PASSWORD issued previously for the Building Canada Fund – Communities Component. If you currently do not have a password, please contact the SIMSI helpdesk at [SIMSI-SPGII@infcc.gc.ca](mailto:SIMSI-SPGII@infcc.gc.ca) or telephone number 1-866-721-2205.

**Applicants please note that all applications that are on file from previous funding programs are no longer considered active and are being deleted from our databases.** Requests for funding for all new projects must be entered through the SIMSI System. It is not necessary for Municipalities or Local Service Districts to enter in requests for which letters of commitment or Early Design Initiatives have already been issued by the Department. **Municipalities that received funding under the 2012/2014 Multi-Year Capital Works Program are ineligible to apply for funding under the Proposed 2013/2014 Municipal Capital Works Program.**

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

**The deadline for the receipt of applications for the Proposed 2013/2014 Municipal Capital Works Program is November 30, 2012.**

The following items must be submitted in addition to the online application by the November 30, 2012 deadline:

- Completed Financial Evaluation Form, 2 copies
- Resolution of Local Government authorizing the Application, 3 copies

- Project Cost Estimates, 7 copies
- Drawing indicating location and scope of the proposed project, 7 copies

All submissions are to be forwarded to the appropriate **Regional Engineer/Office** listed below:

Mr. John Dawe, P. Eng.  
Eastern Regional Engineer  
Dept. of Municipal Affairs  
P. O. Box 8700  
St. John's, NL A1B 4J6  
(Phone: 729-5337)

Mr. Ed. Goodyear  
Central Regional Manager  
Dept. of Municipal Affairs  
Fraser Mall  
260 Airport Blvd.  
Gander, NL A1V 1L7  
(Phone: 256-1061)

Mr. Chris Power, P. Eng.  
Western Regional Engineer  
Dept. of Municipal Affairs  
6<sup>th</sup> Floor,  
Sir Richard Squires Bldg.  
P.O. Box 2006  
Corner Brook, NL A2H 6J8  
(Phone: 637-2491)

Mr. Ehsan Khan, P. Eng.  
Labrador Regional Engineer  
Dept. of Municipal Affairs  
P.O. Box 3014, Station B  
Goose Bay, NL A0P 1E0  
(Phone: 896-2941)

Questions regarding the application process can be directed to the appropriate Regional Office or:

Mr. Erik Seaward  
Manager  
Canada/Newfoundland Infrastructure Programs  
Department of Municipal Affairs  
P.O. Box 8700  
Confederation Building (West)  
St. John's, NL A1B 4J6

Tel: (709) 729-5411  
Fax: (709) 729-7491  
Email: [eseaward@gov.nl.ca](mailto:eseaward@gov.nl.ca)

cc: Regional Engineers  
cc: Regional Managers  
cc: Regional Directors  
cc: MHA  
cc: Ms. C. Powell

Encl.