



Search and Rescue New Initiatives Fund

(SAR NIF)

Applicant's Guide – 2010 - 2011

**The deadline for submitting an application to the
NSS is Monday, September 14, 2009**

Applicant's Guide - 2010 / 2011

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INTRODUCTION

SEARCH AND RESCUE NEW INITIATIVES FUND (SAR NIF)

Through the management and administration of the Search and Rescue New Initiatives Fund (SAR NIF), the National Search and Rescue Secretariat (NSS) contributes financially towards projects that improve and enhance the objectives of the National Search and Rescue Program (NSP).

To achieve this, SAR NIF funding is provided for projects that:

- enhance the effectiveness of SAR response in federal, provincial and territorial jurisdictions;
- promote the sharing of response and prevention best practices throughout the SAR community; and,
- promote and improve SAR prevention.

The SAR NIF has an annual allotment of \$8.1 million available to federal, provincial and territorial governments, profit and not-for-profit Canadian organizations from volunteer, academic or private sectors and individuals with responsibilities in the National SAR Program.

The SAR NIF is administered by the NSS in partnership with federal and provincial/territorial government departments/agencies with SAR responsibilities in Canada.

For brevity, Federal Managing Departments/Agencies will be referred to as MDA (Managing Departments and Agencies) and provincial/territorial governments referred to as P/T throughout this document.

NATIONAL SEARCH AND RESCUE PROGRAM VISION AND OBJECTIVES

The vision of the NSP is:

A Canada where the critical importance of Search and Rescue is reflected in a multi-jurisdictional approach to promoting individual, collective and organizational behaviours that minimize the risk of injury or loss of life while maintaining timely and effective response services.

To accomplish this, the NSP has two primary objectives:

Prevention:	To educate individuals and organizations on the assessment of risks and the importance of acquiring and using the knowledge, skills and equipment needed to minimize injury and/or loss of life.
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Response:	To ensure an effective and capable SAR response in all areas of Canada.
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ANNUAL PROGRAM PRIORITIES

As per its mandate the SAR NIF priorities reflect the annual priorities of the NSP. NSP annual priorities are determined by the Interdepartmental Committee on Search and Rescue (ICSAR). The priorities of the NSP are:

PRIORITY	DESCRIPTION
National SAR Program Information Management and Data Exploitation	<ul style="list-style-type: none">▪ Define and develop mechanisms for monitoring, sharing and measuring the National SAR Program
Interoperability	<ul style="list-style-type: none">▪ Promote standardization and compatibility of systems, equipment and personnel to achieve greater integration and program effectiveness.
Public Education and Awareness	<ul style="list-style-type: none">▪ Use broad awareness and targeted outreach to minimize the number and severity of potential SAR incidents.
The SAR Volunteer Community	<ul style="list-style-type: none">▪ Develop sustainability and capacity of volunteers in SAR.
Managing Technology	<ul style="list-style-type: none">▪ Encourage technology development which reduces SAR response time and increases survivability.

SAR NIF APPLICANT'S GUIDE AND FORM

The SAR NIF Applicant's Guide provides general eligibility criteria and information to be used by the applicant in order to submit a SAR NIF application package for funding consideration. Applications are reviewed and assessed by the SAR NIF Merit Board. The projects recommended for funding by the SAR NIF Merit Board, form the SAR NIF Merit List.

The SAR NIF Application Package consists of the following:

- the SAR NIF Application Form (Annex C);
- the SAR NIF Budget Form (Annex D);
- the SAR NIF Project Plan Detail Form (Annex E);

Important: If you are submitting a proposal for research and development, applicants must submit a separate, detailed research and development proposal as part of the SAR NIF Application Package.

DEFINITIONS

For the purpose of the SAR NIF, the following definitions apply. The NSS reserves the right to interpret the definitions:

Activities: Tasks performed within the framework of a project to accomplish the stated objective.

Applicant: Person or organization that submits a proposal for funding consideration.

Cash Contribution: A monetary contribution obtained from the public and/or private sector towards the project.

Contribution Agreement: An agreement signed between the NSS and a SAR NIF contribution recipient that allows for the funding of an approved SAR NIF project. This is a legal document and contains all of the terms and conditions for funding.

In-kind Contribution: Non-cash donation of labour, facilities, or equipment contributed to the project. The in-kind contribution must be assigned the appropriate cash value.

Interdepartmental Committee on Search and Rescue (ICSAR): A committee providing advice on SAR matters to the Lead Minister for Search and Rescue (LMSAR), chaired by the NSS and comprising representatives from federal SAR delivery departments and agencies: Department of Fisheries and Oceans (Canadian Coast Guard); Department of National Defence (Canadian Forces); Environment Canada (Meteorological Service of Canada); Parks Canada; the Royal Canadian Mounted Police; and Transport Canada.

Lead Minister for Search and Rescue (LMSAR): Minister delegated with the overall policy responsibility for SAR and has the authority, responsibility and accountability for the coordination of the National SAR Program.

Letter of Agreement (LOA): An agreement signed between the NSS and a MDA that permits the transfer of SAR NIF funds through the Parliamentary Estimates Process to the MDA.

Liaison Officer: An official of a MDA who coordinates SAR NIF issues and acts as the primary contact for the MDA with the NSS.

Managing department/agency (MDA): A federal SAR program delivery department or agency that is represented on the ICSAR and has agreed to manage SAR NIF Projects through a Memorandum of Understanding with the NSS.

Milestone: Refers to a significant event within the proposed project plan that contains an output that contributes to reaching the objectives of a proposed project. Usually denotes the completion of a project activity.

National Search and Rescue Program (NSP): The National SAR Program refers to the collective activities of government and non-governmental organizations in Canada having a primary or supporting role in the delivery of search and rescue response or prevention.

Outcome: The ultimate result or consequences of implementing a SAR NIF project.

Output: Key tangible products (goods/services) arising as a consequence of the main activities. They provide clear and important evidence (i.e., a 'direct result') that the activity did occur.

Performance Measure: The exact criteria that will be taken as evidence that the intent of the project activity has been achieved.

Project Manager: Refers to the individual(s) who are responsible for the planning and execution of a proposed project (including financial management), as well as providing periodic reports to the NSS.

Project: A set of activities presented in a proposal for which funding from the SAR NIF Program has been identified and is approved by the LMSAR on the advice of ICSAR.

Proposal: A written proposition developed by an applicant, describing a new SAR project to be fully or partially funded from the SAR NIF.

Recipient: A Federal, Provincial or Territorial government, profit or not-for-profit Canadian organization from the volunteer, academic or private sector or individual with responsibilities in the National SAR Program, whose proposal has been approved for funding and who have concluded a contribution agreement, or other form of financial agreement with the Federal government.

Research and Development (R&D): Body of work undertaken on a systematic basis in order to increase the stock of knowledge and the use of this knowledge to devise new applications/equipment that will benefit the Canadian SAR community.

SAR NIF Merit Board (MB): Chaired by the Director of Policy and Programs, NSS, and composed of representatives, or delegates, of ICSAR and a representative for the provinces and territories. The Board evaluates and recommends to ICSAR for LMSAR approval a list of proposals, ranked in order of merit, that qualify for SAR NIF funding.

SAR NIF Merit List (ML): A list of SAR NIF proposals, ranked in order of merit by the SAR NIF Merit Board. The Merit List is used in determining the allocation of SAR NIF funds and is considered by ICSAR and recommended to the LMSAR for approval.

SAR NIF Merit Process: Refers to the process of review and assessment which is undertaken by the SAR NIF Merit Board when considering a SAR NIF application for funding.

SAR NIF Omnibus Proposal: A strategic proposal submitted to the NSS from provincial or territorial governments that may contain one or more project activities that address the provincial/territorial SAR priorities.

SAR NIF Partner: Refers to a Federal Department or Agency with Federal SAR responsibilities, or a Provincial/Territorial government organization.

SAR NIF Technical Review Panel (TRP): A panel of industry experts, academics and researchers who provide the NSS with a technical review of SAR NIF applications that are undertaking a research and development project. The TRP provides recommendations that are considered during the SAR NIF Merit Board process.

GENERAL APPLICATION INFORMATION

SAR NIF MERIT BOARD PROCESS

The SAR NIF Merit Board process is an annual process undertaken by the NSS to fund new projects. The process is initiated by the NSS through the Annual Call for Proposals and culminates to its conclusion with the approval of the SAR NIF Merit List by the LMSAR.

The following table provides a brief overview of the SAR NIF Merit Board Process.

Month	Activity
March/April	NSS issues annual Call for Proposals
August/September	Deadline for submission of applications from SAR NIF Partners to the NSS
September/October	Meeting of the SAR NIF Technical Review Panel
November	Meeting of the SAR NIF Merit Board
December/January	Approval of the Merit List by the LMSAR
January/February	Announcement of approved SAR NIF projects
April 1	Approved and funded projects eligible to start (upon signing contribution agreement).

ANNUAL SAR NIF CALL FOR PROPOSALS

The SAR NIF funding cycle begins with the release of the annual SAR NIF Call for Proposals by the NSS to SAR NIF MDA and P/T partners. SAR NIF partners are to further disseminate the call letter to stakeholders within and outside their organization.

All SAR NIF applications received under the 2010-2011 annual SAR NIF Call for Proposals must be for SAR NIF projects that will commence April 1st, 2010.

GENERAL REQUIREMENTS

Those applying for SAR NIF funding must meet the following general eligibility requirements:

- Be an eligible SAR NIF applicant;
- Receive Support of a SAR NIF partner;
- Have in-kind or cash contribution of 5% (overall project cost) from a source other than the NSS;
- Complete SAR NIF application form, SAR NIF Budget Form and SAR NIF Project Plan Detail Form;
- SAR NIF application is received by the NSS through a SAR NIF partner by the deadline date specified in the SAR NIF Annual Call for Proposals.

APPLYING FOR FUNDING

ELIGIBLE APPLICANTS

For the purpose of the SAR NIF, the type of eligible applicant will vary depending on the jurisdiction that is impacted by the proposed project. Please consult the following table to determine whether you are eligible to apply for SAR NIF funding:

FEDERAL SAR JURISDICTION	PROVINCIAL /TERRITORIAL SAR JURISDICTION
<p>Not-for-profit Canadian Organization: SAR organizations that are registered as either a charitable and/or a not-for-profit organization. The NSS may recognize other SAR organizations that may not be registered as a charitable and/or a not-for-profit organization.</p>	<p>Provincial/Territorial Government: Department/agency delegated with the responsibility of managing SAR by the provincial or territorial government.</p> <p>Provincial/territorial governments and their representatives may consult with stakeholders prior to submitting the Provincial/Territorial SAR Program Plan.</p>
<p>Canadian University and Colleges: Recognized Canadian post-secondary institution.</p>	
<p>Canadian citizens, residents and landed immigrants: A permanent resident within the meaning of the <i>Immigration and Refugee Protection Act</i>.</p>	
<p>Private, for-profit Canadian organization: A Canadian owned and controlled enterprise.</p>	
<p>Federal Department/Agency: A Government of Canada department or agency with SAR responsibility.</p>	

SELECTING A SAR NIF PARTNER:

Determining the appropriate SAR NIF partner is a crucial step in the SAR NIF application process. Applicants should review the mandate and jurisdictional responsibilities of all SAR NIF partners to ensure that they have selected the appropriate partner.

Potential SAR NIF applicants are encouraged to contact and discuss their proposed project with a SAR NIF partner prior to beginning the application writing process.

NOTE: Whether choosing a federal, provincial or territorial SAR NIF partner, applicants must ensure that their proposals address the SAR priorities of the SAR NIF partner, as well as the priorities of the National SAR program.

SUBMISSION THROUGH A FEDERAL SAR NIF PARTNER

The NSS recognizes six federal departments/agencies as partners in the NSP. These departments/agencies have a prominent role in the effective and efficient delivery of the NSP. They are:

- Department of National Defence (DND);
- Department of Fisheries and Oceans/Canadian Coast Guard (DFO/CCG);
- Environment Canada (EC);
- Parks Canada Agency (PCA);
- Royal Canadian Mounted Police (RCMP); and,
- Transport Canada (TC).

Contact information for federal SAR NIF partners can be found on Annex A of this Guide.

SUBMISSION THROUGH PROVINCIAL/TERRITORIAL (P/T) SAR NIF PARTNER

SAR NIF applications for jurisdictions under P/T government responsibility must be submitted by the department/agency designated by the P/T government. As such, the P/T government is the applicant and recipient of SAR NIF funding. P/T SAR NIF partners are permitted to submit a single SAR NIF application to the NSS for consideration.

P/T governments have been granted the flexibility in the manner in which they determine the projects that are included in the strategic plan or the single project that they wish to support. In the case of the strategic plan (omnibus), P/T partners must ensure that the application is written to encompass and link the sub-components into a concise and distinct project.

Should you wish to have your proposal be included as part of a P/T SAR NIF application, please contact the identified provincial/territorial contact to discuss your project.

Contact information for Provincial/Territorial SAR NIF partners can be found Annex A of this Guide.

JOINT PROPOSAL

SAR NIF partners may collectively submit a proposal that is of mutual benefit to two or more partners. The proposal must address a SAR priority that has been identified in the participating jurisdictions, address an identified collective need and the benefits must be as equitable as possible to all participants. Examples of joint proposals may include, but are not limited to, the following types of activities:

- Multi-jurisdictional Exercises;
- Research and Development;
- Information sharing; and,
- Collective Data Management.

In submitting a joint proposal, partners must designate a lead partner, who will act as the applicant, and if successful, the recipient of SAR NIF funding. The SAR NIF application form must be signed by a representative from each of the participating partners.

COST-SHARING

Prior to applying for SAR NIF funds, applicants must secure funding from sources other than the NSS to contribute to the total cost of the proposal. The in-kind and/or cash contribution from other sources must represent at least 5% of the total project cost.

Applicants must provide the NSS with letters of support demonstrating proof of the secured funding (in-kind and/or cash). Letter of support must contain the following:

- Name of individual/group/organization;
- Clear articulation of support; and,
- The type and amount of contribution being made (in-kind and/or cash contribution);

An **in-kind contribution** is a non-cash donation of labour, facilities, or equipment contributed to the project. The in-kind contribution must be given the appropriate cash value.

NOTE: Rebates, vouchers, and discounts are NOT considered to be in-kind contributions.

For the purposes of provincial/territorial projects, in-kind contributions such as salaries, benefits, travel, and secretarial, supervisory and administrative support are eligible for cost-sharing.

A **cash contribution** is any monetary contribution made by sources of funding other than the NSS.

When receiving cash contribution, the maximum total government assistance (i.e. total federal, provincial, territorial and municipal assistance) is one hundred (100) percent of eligible expenditures. The total SAR NIF assistance will not exceed ninety-five (95) percent of the project cost.

COMPLETED SAR NIF APPLICATION FORM

All sections of the SAR NIF application form (Sections 1 to 17) must be completed and submitted by the applicant. Applications that are not complete will not be considered for SAR NIF funding.

In addition to the SAR NIF application form, applicants must submit supporting documents to the NSS. Supporting documents include letters of support for in-kind and/or cash contributions and/or other documents that substantiate the application.

SUBMISSION BY DEADLINE DATE

The NSS must receive the entire application package, submitted by the federal and provincial/territorial partners no later than 11:59 pm (ET), of the deadline date established by the NSS. Failure to submit a complete SAR NIF application package by the deadline will result in the disqualification of the application from the SAR NIF Merit Process.

Detailed Instructions in completing the SAR NIF application form, Budget Form and Project Plan Detail Form can be found in Annex B of this Guide.

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RESEARCH AND DEVELOPMENT PROPOSALS

The NSS encourages the continued research and development (R&D) into issues related to the search and rescue community. Applicants who are submitting a SAR NIF application which contains a significant requirement for R&D must prepare and provide a separate detailed R&D proposal. This must be submitted with the SAR NIF application form (further details can be found in Annex B of this guide).

All SAR NIF applications for R&D are reviewed by the SAR NIF Technical Review Panel (TRP). The role of the TRP is to provide technical advice and recommendations to the SAR NIF Merit Board.

IMPORTANT INFORMATION

SAR NIF MERIT BOARD

SAR NIF applications received by the NSS, via the partners, are reviewed and assessed by the SAR NIF Merit Board.

SAR NIF applications are assessed on the general eligibility requirements, as well as the merit of their proposal to:

- Address the objectives and priorities of the National SAR Program;
- Address the priorities of Federal and/or Provincial/Territorial partner;
- Address the identified need through the project activities.

The Merit Board will also evaluate the budget and project planning as outlined in the SAR NIF Budget Form and SAR NIF Project Plan Detail Form.

Furthermore, the SAR NIF Merit Board will assess all aspects of the proposed project including its potential to improve SAR, the management capacity of the applicant and the financial risks.

After the SAR NIF Merit Board process is complete, the list of recommended projects is submitted first to ICSAR for review and recommendation and then to the Lead Minister for Search and Rescue (LMSAR) for approval. The available funds are then allocated to the approved projects based on available funding levels.

NOTE: The SAR NIF is a multi-year funding program. Funds for new projects approved by the LMSAR are allocated after the NSS has fulfilled its funding commitments for ongoing multi-year projects.

TYPES OF FINANCIAL ARRANGEMENTS

The SAR NIF provides financial support to eligible SAR NIF recipients using two distinct financial instruments.

SAR NIF projects initiated by a Federal Managing Department/Agency (MDA) will receive funds via the Parliamentary Estimates Process (Annual Reference Level Update and Supplemental Estimates). This represents a direct transfer of funds from the NSS to the MDA.

The NSS signs a Letter of Agreement on an annual basis with MDAs who will be managing Operational and Capital Expenditure projects approved for SAR NIF funding.

SAR NIF projects initiated by an applicant outside of the MDA or from a P/T will receive financial support through the signing of a contribution agreement (CA) between the NSS and the recipient. The CA dictates the responsibilities of both the NSS and the recipient.

RESPONSIBILITY OF THE RECIPIENT

Should a SAR NIF application be successful in the SAR NIF merit process, the responsibilities of the recipient will be clearly detailed in the SAR NIF Contribution Agreement, or another form of financial arrangement with the federal government.

Recipients must ensure the following:

- They understand and meet the terms and conditions of the SAR NIF Contribution Agreement or other financial arrangement throughout the entire funding period;
- Reporting arrangements will be negotiated between the NSS and the approved recipient, upon approval of the SAR NIF Merit List by the LMSAR. The reporting schedule will be detailed in the SAR NIF Contribution Agreement or other financial arrangements with the federal government.

All SAR NIF recipients must use the forms provided in Annex H and I of this Guide. Instructions for completing the SAR NIF Project Report form and the accompanying SAR NIF Budget Report Form can be found as Annex G of this Guide.

Should you have any questions regarding the reporting requirements of your project, please contact the SAR NIF partner that supported your project or contact the NSS.

All recipients of SAR NIF funding must acknowledge the Government of Canada's support for their project. Reports and other communication documents regarding the project should contain the following tag line:

"We would like to acknowledge the financial support of the Government of Canada for this project through the Search and Rescue New Initiatives Fund (SAR NIF)".

The National SAR Program logo and Canada Wordmark must be placed in a prominent location, and used in its entirety



The logos can be found on the Secretariat's website at: www.nss.gc.ca or you may request a copy from the NSS.

VOLUNTARY TERMINATION

The recipient may withdraw from the signed agreement upon providing written notice of intent to the NSS, delivered no less than ninety (90) working days prior to termination. Upon termination the recipient will return to the NSS any contributions, made by the NSS, which are in excess of the eligible expenditures incurred by the recipient up to the notice date.

NSS TERMINATION

Recipients of the SAR NIF funding are required to adhere to the SAR NIF policies and guidelines, as outlined in this guide. Failure to do so may result in the early termination of the project by the NSS. In addition, the NSS may seek reimbursement for the funds provided to date if the project is terminated. Circumstances that warrant an early termination by the NSS include, but are not limited to:

- Failure to meet reporting requirements;
- Failure to meet projected milestones stated in the proposal; and,
- Non-progress of project, leading to unjustified delays.

Further, the NSS may terminate the commitment of funding should there be an unreasonable delay in the signing of the SAR NIF Contribution Agreement. SAR NIF Contribution Agreements must be signed by the recipient no later than March 31, 2010.

AUDITING

The NSS has the right to audit any SAR NIF contribution project.

The NSS is responsible for auditing projects during implementation or following completion to ensure projects are using funds for the outlined purpose, and are compliant with the Terms and Conditions of the Contribution Agreement.

The audits will also determine whether an appropriate level of due diligence was applied in the management of public funds, based on compliance with program guidelines.

PRIVACY

All information provided to the NSS is subject to the *Access to Information Act* and the *Privacy Act*. The purpose of the Privacy Act is to protect the privacy of individuals with respect to personal information about themselves held by a federal government institution and to provide individuals with a right of access to such information. The Act also stipulates that personal information obtained shall not be used without the consent of the individual to whom it relates, except for the purpose for which it was collected or for a use consistent with that purpose.

Personal information collected by the NSS is used for:

- Reviewing applications;
- Administering awards; and,
- Establishing databases for program planning and evaluation.

MINISTER'S DISCRETION AND DECISION

The information in the Applicant's Guide does not replace nor restrict the discretionary power of the LMSAR to introduce changes to the SAR NIF. Further, the decision of the LMSAR is final and may not be appealed.

CONTACT THE NATIONAL SEARCH AND RESCUE SECRETARIAT

Should you have any questions regarding the SAR NIF Application process, please contact the National Search and Rescue Secretariat. SAR NIF officers can be reached by:

Telephone: 1-800-727-9414

E-Mail: inquiry@nss.gc.ca

ANNEX A: SAR NIF PARTNERS LIST

Federal Partner	Partner Contact
Department of National Defence (DND)	Major Gordon Ireland Directorate of Air Requirements 2-4 Cumberland Building National Defence Headquarters 101 Colonel By Drive Ottawa, ON K1A 0K2 Tel.: (613) 998-6904 Fax: (613) 990-9726 E-mail: Gordon.Ireland@forces.gc.ca
Department of Fisheries and Oceans (DFO) Canadian Coast Guard (CCG)	Janice Brasier Search and Rescue Project Coordinator Maritime Services Canadian Coast Guard/Department of Fisheries and Oceans 200 Kent Street, 5th Floor Station 5E224 Centennial Towers Ottawa, ON K1A 0E6 Tel.: (613) 991-6123 Fax: (613) 996-8902 E-mail: Janice.Brasier@dfo-mpo.gc.ca
Environment Canada (EC) Meteorological Service of Canada	Andy George Program Evaluation Advisor Business Policy Meteorological Service of Canada Environment Canada 16th Floor, 45 Alderney Drive Dartmouth, NS B2Y 2N6 Tel: (902) 426-4926 Fax: (902) 290-0724 E-Mail: andy.george@ec.gc.ca
Royal Canadian Mounted Police (RCMP)	Johnathon McArthur National Search and Rescue Program National Criminal Operations Royal Canadian Mounted Police (RCMP) Nicholson Building, A-412 1200 Vanier Parkway Ottawa, ON K1A 0R2 Tel.: (613) 990-3541 Fax: (613) 990-4344 E-mail: johnathon.mcarthur@rcmp-grc.gc.ca
Parks Canada Agency (PCA)	Paul Olshefsky Resource Conservation Supervisor Parks Canada Agency Kejimikujik National Park & National Historic Site Post Office Box 236 Maitland Bridge, Nova Scotia B0T 1B0 Tel: (902) 682-4012 Fax: (902) 682-3012 E-Mail: paul.olshefsky@pc.gc.ca
Transport Canada (TC)	Fabien Lefebvre Senior Advisor, Strategic Initiatives Transport Canada Place de Ville, 330 Sparks Street Ottawa, ON K1A 0N5

	<p>Tel: (613) 993-4578 Fax: (613) 990-5058 E-Mail: fabien.lefebvre@tc.gc.ca</p>
Provincial / Territorial Partner	Partner Contact
Alberta (AB)	<p>Scott Pepper Emergency Management Officer Consequence Management Alberta Emergency Management Agency 14515 - 122 Avenue Edmonton, AB T5L 2W4 Tel: (780) 415-6007 Fax: (780) 422-1549 E-Mail: Scott.Pepper@gov.ab.ca</p>
British Columbia (BC)	<p>Steve Bachop Director, Management Services and Programs Provincial Emergency Program Emergency Management British Columbia Mailing Address: P.O. Box 9201, Stn Prov Govt Victoria, BC, V8W 9J1</p> <p>Physical Address: Block A - Suite 200, 2261 Keating Cross Road Saanichton, BC V8M 2A5 Tel: (250) 952-4892 Fax: (250) 952-4888 E-Mail: steve.bachop@gov.bc.ca</p>
Manitoba (MB)	<p>David Schafer Operations Manager - West Office of the Fire Commissioner 1601 Van Horne Avenue East Brandon, Manitoba R7A 7K2 Tel: (204) 726-6839 Fax: (204) 726-6847 E-Mail: dave.schafer@gov.mb.ca</p>
New Brunswick (NB)	<p>Dick Isabelle NB Emergency Measures Organization Department of Public Safety P.O. Box 6000, 65 Brunswick Street Fredericton, NB E3B 5H1 Tel: (506) 453-5507 Fax: (506) 453-5513 E-Mail: dick.isabelle@gnb.ca</p>
Newfoundland and Labrador(NL)	<p>Paul Noble Assistant Deputy Minister, Public Safety and Enforcement Department of Justice Confederation Building St. John's, NL A1B 4J6 Tel: (709) 729-7357 Fax: (709) 729-2129 E-Mail: Pauln@gov.nl.ca</p>
Northwest Territories (NWT)	<p>Eric Bussey NWT Emergency Services Division Municipal and Community Affairs Government of the Northwest Territories</p>

	5201 50th Avenue, Suite 600 Yellowknife, NT X1A 3S9 Tel: (867) 920-6133 Fax: (867) 873-8193 E-Mail: eric_bussey@gov.nt.ca
Nova Scotia (NS)	Andrew Lathem Director, Emergency Programs PO Box 2581 Halifax, NS B3J 3N5 Tel: (902) 424-5620 Fax: (902) 424-5376 E-Mail: lathemas@gov.nc.ca
Nunavut (NU)	Brenda Panipakoocho Nunavut Emergency Management Government of Nunavut P.O. Box 1000, Station 700 Iqaluit, NU X0A 0H0 Tel: (867) 975-5353 Fax: (867) 979-4221 E-Mail: bpnipakoocho@gov.nu.ca
Ontario (ON)	Joy McLeod Deputy Chief, Program Support Emergency Management Ontario 77 Wellesley Street West, Box 222 Toronto, ON M7A 1N3 Tel: (416) 314-8610 Fax: (416) 314-5257 E-Mail: joy.mcleod@jus.gov.on.ca
Prince Edward Island (PE)	Barry Folland Program Manager Emergency Measures Organization Office of Public Safety 134 Kent Street, Suite 600 Box 2000 Charlottetown, PE C1A 7N8 Tel: (902) 368-6629 Fax: (902) 368-6362 E-Mail: bffolland@gov.pe.ca
Quebec (QC)	Sylvain Tremblay Chef du service des programmes Direction de la planification Direction générale de la sécurité civile et de la sécurité incendie 1150 Grande Allée Ouest, RC. 100 Québec (Québec) G1S 4Z1 Tel: (418) 528-0175 Fax: (418) 644-4547 E-Mail: sylvain.tremblay@misp.gouv.qc.ca
Saskatchewan (SK)	Cheryl Deibert Deputy Fire Commissioner Office of the Fire Commissioner 101-1855 Victoria Avenue Regina, SK S4P 3T2 Tel: (306) 787-4543 Fax: (306) 787-7107 E-Mail: Cheryl.Deibert@gov.sk.ca
Yukon (YT)	Michael Templeton Yukon Emergency Measures Organization

Department of Community Services
Box 2703, EMO
Whitehorse, YT Y1A 2C6
Tel: (867) 667-5220
Fax: (867) 393-6266
E-Mail: Michael.templeton@gov.yk.ca

ANNEX B: SAR NIF Application Form Instructions

This document should be referenced by the applicant when completing the SAR NIF application form. The first 15 sections of the SAR NIF Application Form (Annex C) capture the following:

- General tombstone information;
- Links to the National SAR Program Priorities;
- Summary of the proposed project; and,
- Details of the proposed project.

Section 16 (Budget) is focused primarily on the financial requirements of the proposed project. Section 17 (Project Plan Detail) consolidates the project plan with the budget to provide information necessary to develop the reporting and payment schedule for an eligible recipient.

It is important that all applicants complete each section adequately. This information will be used by the SAR NIF Merit Board to review, assess and recommend applications to the LMSAR for approval.

Section 1 - Project Title

A name that reflects the objective of the proposed project.

Section 2 - SAR Project Jurisdiction

Identify whether the project addresses SAR activities under:

- Federal jurisdiction (Applicant completes Section 3); or,
- Provincial/Territorial jurisdiction (Applicant completes Section 4)

Section 3 - Supporting Federal Department/Agency

Indicate the principal Managing Department/Agency (MDA) that is supporting the proposed project. Select only one of the six options.

Section 4 - Provincial/Territorial Government

Identify the P/T that is applying for SAR NIF funding. Select only one of the thirteen options.

Section 5 - Contact Information

Provide the contact information for the individual who will act as the project manager for the project. This individual should be familiar with the proposed project.

For P/T applications, the name indicated should be the project manager from the respective P/T government organization.

Section 6 - GST/HST Status

Applicant is to identify their GST/HST Status. Please consult the following table to determine your GST/HST status.

Category	Synopsis of Status
GST/HST exempt	<ul style="list-style-type: none">You are not eligible to be reimbursed for any GST/HST incurred related to the approved SAR NIF initiative.
GST/HST registrant	<ul style="list-style-type: none">As a GST/HST registrant, you are eligible for an input tax credit from Canada Revenue Agency (CRA). You are, therefore, not eligible to seek reimbursement for GST through SAR NIF funds.
Partially rebated	<ul style="list-style-type: none">Rebates may be claimed by the following public bodies at the following percentages: Hospitals-83%; Schools-68%; Universities or public colleges-67%; Municipalities-57.14%; Charities or Qualifying Non-profit Organizations-50%.The non-rebated portion of the GST/HST is eligible for reimbursement through SAR NIF funds.Note that your GST/HST must be calculated separately when submitting progress reports.
Non Exempt	<ul style="list-style-type: none">GST/HST is eligible for reimbursement through SAR NIF funds.Note that your GST/HST must be calculated separately when submitting progress reports.

Section 7 - Summary of the Project

Provide a brief description of the proposed project highlighting the need, objective(s), deliverables and outcome(s). This section should be brief and concise.

Section 8 - Length of Project

The SAR NIF can provide funding for a period of up to 3 years. Select one of the three options.

Section 9 - National SAR Program Annual Priorities

Articulate how the proposed project addresses the National SAR Program priorities and demonstrate the link between the National SAR Program priorities and the priorities of the P/T government or MDA.

The National SAR Program Annual Priorities are:

PRIORITY	DESCRIPTION
National SAR Program Information Management and Data Exploitation	<ul style="list-style-type: none"> ▪ Define and develop mechanisms for monitoring, sharing and measuring the National SAR Program
Interoperability	<ul style="list-style-type: none"> ▪ Promote standardization and compatibility of systems, equipment and personnel to achieve greater integration and program effectiveness.
Public Education and Awareness	<ul style="list-style-type: none"> ▪ Use broad awareness and targeted outreach to minimize the number and severity of potential SAR incidents.
The SAR Volunteer Community	<ul style="list-style-type: none"> ▪ Develop sustainability and capacity of volunteers in SAR.
Managing Technology	<ul style="list-style-type: none"> ▪ Encourage technology development which reduces SAR response time and increases survivability.

Section 10 - National SAR Program Objective

Identify which of the National SAR Program objectives the proposed project will address. While your project may address both objectives, please select the primary objective addressed by your project.

Prevention:	To educate individuals and organizations on the assessment of risks and the importance of acquiring and using the knowledge, skills and equipment needed to minimize injury and/or loss of life.
Response:	To ensure an effective and capable SAR response in all areas of Canada.

Section 11 - Research and Development

Applicants submitting a research and development (R&D) project must provide a complete R&D proposal as a separate document. R&D proposals must contain the following elements:

- Abstract or Project Summary (Statement of Work);
- Table of Contents;
- Literature Review;
- Project Description/Project Narrative;
- Include methodology, expected outcomes/results.
- Budget and budget justification;
- Evaluation Plan;
- Biographical Sketch (for key personnel); and
- Resource (Equipment and Facilities).

Section 12 - Identification of Need

Identify and demonstrate the need for the project (based upon the priority) and provide supporting information to justify the need. The need can be demonstrated by the use of statistics, empirical data, needs assessment studies/surveys, etc.

Section 13 - Project Details

Provide the details of the proposed project. The details must contain the following elements:

- **The objective of the initiative:** What is the principal objective(s) of the proposed project and how will achieving this address the need identified?
- **What are the activities involved:** What activities must be undertaken in order to achieve the stated objective of the proposed project? Provide specific details.
- **What will be purchased:** If the project involves procurement of equipment, identify the key items that are required and justify the purchase.
- **Who is involved:** What groups/organizations will be participating in the project? What are the roles and level of involvement?
- **Deliverables:** What are the anticipated deliverables at the conclusion of the project (i.e. reports, products, outputs)?
- **Evaluation:** What evaluation methods will be used to determine the success/failure of the project?

The project details should provide information to justify the proposed project, as well as details of the activities that will be undertaken during the course of the project.

Section 14 – Communications Plan

Demonstrate how the project progress and results will be communicated to the SAR community and identify the mechanisms that will be used to accomplish this. Ensure that this is factored into the total project budget.

Section 15 - Declaration

The signatory of the SAR NIF application form must be the project manager of the proposed project.

Section 16 - SAR NIF Budget Form

The SAR NIF Budget Form provides the NSS with the financial information regarding the proposed project. All of the items identified in the SAR NIF Budget Form must be associated with the proposed project.

Complete the 2 sections in the SAR NIF budget form:

1. Estimated Cost reflects the anticipated costs of the proposed project.
2. Cost Sharing reflects the sources of funds needed to complete the project.

Applicants are required to identify the budget line item, provide an estimated cost for the line item and provide the details of whether the funds will come from the NSS or another source. Costs should include applicable taxes.

Section A - Goods

Goods refers to any materials/supplies, rental, utility and communication products that are to be procured by the applicant to undertake and implement the proposed project.

SUB-CATEGORY	ELIGIBLE EXPENDITURES	INELIGIBLE EXPENDITURES
Materials/Supplies:	<p>Costs associated with the procurement of materials and supplies related to the project.</p> <ul style="list-style-type: none"> ● purchasing office supplies; ● machinery; ● SAR equipment. 	<ul style="list-style-type: none"> ● Urban Search and Rescue activities and equipment (1); ● Standard equipment for police, firefighters and other professional agencies; ● Capital Expenditures; ● Replacement of existing equipment; ● Materials/supplies used for day to day operations; ● SAR Equipment that does not meet the minimum industry standards. ● Major SAR vehicles (ATV, boat, other motorized vehicles etc.)
Rental	<p>Costs associated with rental of:</p> <ul style="list-style-type: none"> ● Land; ● Buildings; ● office equipment and furniture; ● computer equipment (hardware and software); ● vehicles. 	<ul style="list-style-type: none"> ● Rental of office space within existing office space available to the organization; ● Rental of equipment already owned by the organization.
Utility	<p>Costs associated with the purchase of:</p> <ul style="list-style-type: none"> ● electricity ● natural gas ● sewer and water ● waste disposal <p>Note: Only the costs associated with the project will be provided by the NSS.</p>	<ul style="list-style-type: none"> ● Claiming of utility costs related to the day to day operation of an organization/company applying for SAR NIF funding. Utilities include: hydro, natural gas, sanitation and water.
Communication	<p>Costs associated with the communication requirements of the proposed project.</p> <p>Costs may include:</p> <ul style="list-style-type: none"> ● costs for printing ● telephone ● internet ● publishing ● exhibit the implementation and/or results of the project. 	<ul style="list-style-type: none"> ● Telephone, internet, facsimile and other communication costs associated with the day to day operation of an organization/company;

For example:

Section A: Goods			COST SHARING TABLE			
BUDGET ITEM	ESTIMATED COST		NSS Contribution	OTHER SOURCE		
	Quantity	Total	SAR NIF Request	Cash	In-Kind	Total
Materials and Supplies						
Workshop Stationary	12	\$ 1,200.00	\$ 1,200.00			\$ 1,200.00
Projector	1	\$ 300.00	\$ 300.00			\$ 300.00
Laptop	2	\$ 3,200.00	\$ 1,600.00	\$ 1,600.00		\$ 3,200.00
Rental						
Office Space	12	\$ 3,600.00			\$ 3,600.00	\$ 3,600.00
Translation Booth	1	\$ 250.00	\$ 250.00			\$ 250.00
Utilities						
Workshop Space Electricity	12	\$ 900.00	\$ 900.00			\$ 900.00
Communications						
Workshop Manuals	300	\$ 4,500.00	\$ 4,500.00			\$ 4,500.00
Sub Total A		\$ 13,950.00	\$ 8,750.00	\$ 1,600.00	\$ 3,600.00	\$ 13,950.00

(1) Urban SAR and SAR NIF

Urban SAR refers to the location, extrication and initial medical stabilization of victims trapped in collapsed structures and other entrapments (transportation accidents, mines, collapsed trenches, floods, etc.)

The NSS will not provide SAR NIF funding for activities related to Urban SAR.

Urban SAR Non-eligible SAR NIF expenditures include, but are not limited to:

- Self-contained breathing apparatus (SCBA) and replacement cylinder;
- cold and wet weather gear, hazmat and CBRN equipment;
- confined space rescue equipment;
- breaching, breaking, coring and cutting equipment; hydraulic concrete cutting chain saws and pumps;
- lightweight rapid heavy shoring component systems;
- welding and cutting tools;
- power generators;
- chainsaws, cut off saws, pneumatic nailers and wood construction tools;
- optical, acoustic, seismic search equipment including associated canine care equipment;
- hydraulic, pneumatic, and mechanical equipment for lifting loads; and,
- air monitoring / gas detection equipment; thermal imaging cameras, etc.

Also ineligible under the SAR NIF are functions and equipment which are considered to be the routine responsibility of first responder agencies (police, fire, and ambulance) such as uniforms, protective gear, flashlights, boots, self-rescue bags, tactical wear, etc.

Section B - Personnel

Personnel refers to the costs associated with wages and salaries to be paid or accrued by full-time, part-time and professional (contractual) employees for their effort on the proposed project.

SUB-CATEGORY	ELIGIBLE EXPENDITURES	INELIGIBLE EXPENDITURES
Full-Time / Part-Time	The NSS will only provide funds to offset the personnel fees for time related to the SAR NIF project.	<ul style="list-style-type: none"> Funding for the costs associated with creation of permanent positions within an organization; All benefits (1); Insurance.
Professional Services	<p>Costs associated with the hiring of professionals to assist in the project.</p> <p>Professional services may include, but are not limited to:</p> <ul style="list-style-type: none"> legal services; engineering services; research services; communication services; consultants (all types). 	<ul style="list-style-type: none"> Professional service fees that are provided by the recipient; Interest on loans; Insurance costs (any type).

For example:

Section B: Personnel			COST SHARING TABLE			
BUDGET ITEM	ESTIMATED COST		NSS Contribution	OTHER SOURCE		
	Number of Positions	Total	SAR NIF Request	Cash	In-Kind	Total
Permanent/Part Time Staff						
FTE	2	\$ 80,000.00	\$ 60,000.00		\$ 20,000.00	\$ 80,000.00
PTE	12	\$ 12,000.00	\$ 12,000.00			\$ 12,000.00
Professional Services						\$ -
Facilitator	12	\$ 18,000.00	\$ 10,000.00		\$ 8,000.00	\$ 18,000.00
Translator	1	\$ 600.00	\$ 600.00			\$ 600.00
Sub Total B		\$ 110,600.00	\$ 82,600.00	\$ -	\$ 28,000.00	\$ 110,600.00

(1) Benefits

Benefits include, but are not limited to: fringe benefits, dental, medical, CPP, EI, etc.

Section C - Travel

Refers to costs associated with domestic travel related to the activities identified in the proposal. All travel must be clearly linked to the objective and activities in the proposed project.

To determine rates for travel please consult the Government of Canada Travel Directive at www.tbs-sct.gc.ca. The following definitions apply to each of the sub-categories for personnel:

SUB-CATEGORY	ELIGIBLE EXPENDITURES	INELIGIBLE EXPENDITURES
Transportation	The method and cost accrued associated with reaching a specific destination to undertake an activity related to the proposed project.	<ul style="list-style-type: none"> Any proposed costs that are not reflective of the Government of Canada Travel Directive; International Travel (any travel outside of Canada).
Accommodation	The cost accrued for accommodation related to travelling to a specific destination to undertake an activity related to the proposed project.	<ul style="list-style-type: none"> Any proposed costs that are not reflective of the Government of Canada Travel Directive; Hospitality for time period unrelated to the proposed project.
Meals/Incidentals	The cost accrued for meals/incidentals related to travelling to a specific destination to undertake an activity related to the proposed project.	<ul style="list-style-type: none"> Any proposed costs that are not reflective of the Government of Canada Travel Directive; Meals/Incidentals for time period unrelated to the proposed project.

For example:

BUDGET ITEM	Section C: Travel		COST SHARING TABLE			
	ESTIMATED COST		NSS Contribution		OTHER SOURCE	
	Quantity	Total	SAR NIF Request	Cash	In-Kind	Total
Transportation						
ML	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
NB	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
NS	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
PEI	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
QC	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
ON	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
SK	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
MB	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
AB	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
BC	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
YU	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
NWT	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
NU	2	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00
Accommodation						
For FTE	13	\$ 1,820.00	\$ 1,820.00			\$ 1,820.00
For Facilitator	13	\$ 1,820.00	\$ 1,820.00			\$ 1,820.00
Meals/Incidentals						
For FTE	26	\$ 2,080.00	\$ 2,080.00			\$ 2,080.00
For Facilitator	26	\$ 2,080.00	\$ 2,080.00			\$ 2,080.00
Sub Total C		\$ 46,800.00	\$ 46,800.00	\$ -	\$ -	\$ 46,800.00

Section 17 - SAR NIF Project Plan Detail

This section of the SAR NIF application provides the NSS with the information necessary to determine the reporting and payment schedule for eligible SAR NIF recipients. It should be noted that transfer payment SAR NIF projects will be on a quarterly reporting schedule.

All SAR NIF initiatives must start on April 1st, of the coming Government of Canada fiscal year (April 1 to March 31).

For example:

Year One	Project Activities	Estimated Total Cost	SAR NIF Contribution
April	<ul style="list-style-type: none">• Compile information;• Inform other partners;• Start hiring process;	\$15,000	\$10,000
May	<ul style="list-style-type: none">• Assess information collected;• Schedule consultations;• Hire facilitator	\$44,000	\$44,000
June	<ul style="list-style-type: none">• Conduct 2 workshops	\$30,000	\$30,000
Etc.	<ul style="list-style-type: none">•		

SAR NIF Applicants complete a table for each year for which they are seeking funding from the NSS.

SAR NIF Applicant's Checklist

To assist in ensuring that all SAR NIF applicants are submitting a complete SAR NIF Application Form to the NSS, it is advised that you consult and complete Annex F of the SAR NIF Applicant's Guide. This checklist provides details of all the material that must be submitted in order to be considered for SAR NIF funding.

ANNEX C
SEARCH AND RESCUE NEW INITIATIVES FUND (SAR NIF) APPLICATION FORM

(To complete this form, please refer to Annex B: SAR NIF Application Form Instructions)

1. PROJECT TITLE:

2. SAR PROJECT JURISDICTION: (select only one)

- Federal (Complete Section 3) Provincial/Territorial (Complete Section 4)

3. SUPPORTING FEDERAL DEPARTMENT/AGENCY: (select only one)

- Department of Fisheries and Oceans (DFO) Transport Canada (TC)
 Environment Canada (EC) Department of National Defence (DND)
 Parks Canada Agency (PCA) Royal Canadian Mounted Police
(RCMP)

4. Provincial/Territorial Government: (select only one)

- | | |
|--|---|
| <input type="checkbox"/> British Columbia | <input type="checkbox"/> Alberta |
| <input type="checkbox"/> Manitoba | <input type="checkbox"/> Saskatchewan |
| <input type="checkbox"/> Ontario | <input type="checkbox"/> Quebec |
| <input type="checkbox"/> Newfoundland & Labrador | <input type="checkbox"/> Nova Scotia |
| <input type="checkbox"/> New Brunswick | <input type="checkbox"/> Prince Edward Island |
| <input type="checkbox"/> Northwest Territory | <input type="checkbox"/> Yukon |
| <input type="checkbox"/> Nunavut | |

5. CONTACT INFORMATION:

- Mr. Ms. Dr. Other (Specify: _____)

NAME: _____

TITLE: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

Preferred Language: English French

6. GST/HST STATUS:

- Non-Exempt GST/HST Exempt GST/PST Registrant
- Partial Rebate (____%)

7. SUMMARY OF THE PROJECT:

8. LENGTH OF PROJECT:

- One Year Two Years Three Years

9. NATIONAL SAR PROGRAM ANNUAL PRIORITIES:

10. NATIONAL SAR PROGRAM OBJECTIVE: (select only one)

- Prevention Response

11. RESEARCH AND DEVELOPMENT: Yes No

*If the proposed project is a research and development project, the applicant **must** provide the NSS with a separate detailed research and development proposal.*

12. IDENTIFICATION OF NEED:

13. INITIATIVE DETAILS:

14. COMMUNICATIONS PLAN:

15. Declaration

I/we declare that:

The information provided to the NSS, under the SAR NIF, in this application form and supporting documents is true, accurate and complete in every respect.

Signature: _____

Date: (mm/dd/yyyy)

ANNEX E
SECTION 17: SAR NIF PROJECT PLAN DETAIL

Complete the following table **by providing** details on the project plan for the proposed SAR NIF application. Applicants should provide input into each monthly section for the length of the initiative.

Year One	Project Activities	Estimated Total Cost	SAR NIF Contribution
April			
May			
June			
July			
August			
September			
October			
November			
December			
January			
February			
March			
TOTAL YEAR ONE			

Year Two	Project Activities	Estimated Total Cost	SAR NIF Contribution
April			
May			
June			
July			
August			
September			
October			
November			
December			
January			
February			
March			
TOTAL YEAR TWO			

Year Three	Project Activities	Estimated Total Cost	SAR NIF Contribution
April			
May			
June			
July			
August			
September			
October			
November			
December			
January			
February			
March			
TOTAL YEAR THREE			

ANNEX F: SAR NIF APPLICANTS CHECKLIST

Applicants are encouraged to use the following checklist to ensure the SAR NIF Application is complete:

- The SAR NIF Application Form:
 - Completed sections 1 to 15;
 - Completed section 16 (SAR NIF Budget Form);
 - Completed section 17 (SAR NIF Project Plan);
 - Sign off by the delegated individual.
- Supporting documents have been included:
 - Letters of support for in-kind contributions;
 - Letters of support for cash contributions;
 - Other letters of support.
- For R&D Proposals:
 - Separate R&D Proposal Completed;
 - Curriculum Vitae of Principal participants included.

How to Apply

Search and Rescue New Initiatives Fund 2010-2011 Call for Proposals

The National Search and Rescue Secretariat (NSS) is pleased to announce a call for proposals for new projects under the Search and Rescue New Initiatives Fund (SAR NIF) for fiscal year 2010-2011.

This year, all SAR NIF partners will have the same deadline date for submitting a proposal for consideration which will be announced at a later date. The NSS must receive all SAR NIF applications via a recognized SAR NIF partner by **Monday, September 14, 2009**. Applications submitted directly to the NSS by an applicant other than a recognized SAR NIF partner will not be considered for funding. Details of the application process and procedures for submitting proposals to the NSS can be found in the SAR NIF Applicant's Guide. The SAR NIF [Applicant's Guide](#) is available on the NSS website.

The 2010-2011 Call for Proposals will provide funding for projects that support the priorities of the National Search and Rescue Program. The priorities are:

- National SAR Program Information Management and Data Exploitation - Define and develop mechanisms for monitoring, sharing and measuring the National SAR Program.
- **Interoperability** - Promote standardization and compatibility of systems, equipment and personnel to achieve greater integration and program effectiveness.
- **Public Education and Awareness** – Use broad awareness and targeted outreach to minimize the number and severity of potential SAR incidents.
- The SAR Volunteer Community - Develop sustainability and capacity of volunteers in SAR.
- Managing Technology - Encourage technology development which reduces SAR response time and increases survivability.

The intent of the SAR NIF is to enhance the effectiveness, efficiency, economy and innovation of search and rescue activities as it relates to the response and prevention objectives of the National Search and Rescue Program.

Applicants with questions concerning the SAR NIF application process may contact:

Josée Marengère, Manager, SAR NIF

Telephone: (613) 996-2642

E-mail: jmarengere@nss.gc.ca

SAR NIF PARTNER - SUBMISSION DEADLINES

This year, all SAR NIF partners will have the same deadline date which will be announced at a later date.

SAR NIF applicants should be aware of the following deadline dates for their submission of their applications to SAR NIF partners for support:

SAR NIF – 2010-2011 Applicant's Guide

- [Applicant's Guide PDF Version \(861 KB\)](#)
- [ANNEX A: SAR NIF Partners List PDF Version \(39 KB\)](#)
- [ANNEX B: SAR NIF Application Form Instructions PDF Version \(100 KB\)](#)
- [ANNEX C: SAR NIF Application Form \(Sections 1- 15\) \(MS Word\)](#)
- [ANNEX D: SAR NIF Budget Form \(Section 16\) \(MS Excel\)](#)
- [ANNEX E: SAR NIF Project Plan Detail Form \(Section 17\) \(MS Word\)](#)
- [ANNEX F: SAR NIF Applicant Checklist PDF Version \(3 KB\)](#)