

**PRAIRIE GRAIN ROADS PROGRAM  
ALBERTA  
APPLICATION INSTRUCTIONS**

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**PART A - APPLICATION SUMMARY**

**A1. APPLICANT INFORMATION**

Enter information, ensuring that the **Contact Person** is the party that can be contacted by PGRP administrative staff for additional information.

**A2. PROJECT DESCRIPTION**

**Location Description** - enter the land location (eg. Section(s), Township, Range, Meridian : Section(s), Township, Range, Meridian OR the street name, whichever is applicable).

**Number of Kilometres** - enter the number of kilometres of road which will be addressed in this project.

**Type of Work** - enter the type(s) of road construction to be undertaken, eg. reconstruction, clay capping.

**Estimated Start Date** - enter the proposed project start date (month and year).

**Estimated Completion Date** - enter the proposed project completion date (month and year).

**A3. PROJECT FINANCIAL AND WORK SUMMARY**

**a) Sources of Funding**

Enter the funding sources requested into the table provided. If applicable, list the names of the other federal programs in the "Funding from Other Federal Programs" column and enter an R or A in the "Requested" or "Approved" column.

As PGRP is funded solely by various levels of government Stacking Guidelines (as outlined in the Treasury Board of Canada Policy on Transfer Payments) will apply to funding from other federal government programs only.

**b) Estimated Project Costs**

**Pre-Design and Design Engineering** - list costs as outlined below:

- i) Pre-Design** includes costs for services to establish requirements for design, ie: investigation; exploration; survey and soil investigations, and other tests; analysis of conditions or methods of operation, economic analysis, analysis of location of the project, evaluation of alternative design concepts and similar matters undertaken to establish the sizes, capacities, locations, methods of operation, operating costs, and other principal features which form the basis for conclusions and recommendations on the design and undertaking of a project. Includes costs for surveys and studies required for environmental assessment.
- ii) Design** includes costs for the preparation of engineering design, drawings and specifications as well as other appropriate contract documents. Design includes preparation of preliminary sketches and development of specification notes; preparation of working drawings; preparation of specifications; calling for tenders; and assisting and advising the client regarding tender acceptance. Includes costs for design of environmental mitigation.

**Engineering During Construction** - list costs for general engineering, ie. office and field services during the construction period following the award of the contract; and resident engineering, ie. resident staff on the project to determine if the contractor is carrying out the work in accordance with the contract documents.

**Construction** - list costs for project construction. Includes costs for environmental mitigation.

**Materials** - list costs for materials which will be used to construct the project but are not included in the Construction contract costs.

**Other** - itemize costs which do not fit in any of the above categories.

**NOTE:** Municipalities are encouraged to utilize the services of a consulting engineer in developing their project cost estimates.

Only projects which lie on public/crown rights of way or lands, and that will be owned, operated and maintained by the province or municipality will be considered for funding under the PGRP.

The cost and/or any interest therein on the cost of land is not eligible.

**c) Proposed Funding Timelines for Multi-Year Projects**

Enter the proposed funding broken down by contributor and the construction season(s) in which the road work is proposed.

**A4. APPLICANT DECLARATION AND SIGNATURE(S)**

The party signing on behalf the organization must have the authority to do so (ie. reeve, mayor or designate).

## PART B - DETAILED PROJECT DESCRIPTION

### B1. PROJECT NEED

Enter the requested information in the spaces provided.

### B2. FACILITIES SERVED

Enter the requested information in the table provided. Eligibility will be based on the information outlined in the box below.

The Prairie Grain Roads Program (PGRP) will consider funding for a road which is directly impacted by one or more of the following:

**Delivery Points** which have experienced or will experience a significant increase in the total volume of grain related product handled. In addition, the delivery points must exist or be under construction and have a high probability of being viable over a minimum of 10 years.

**Grain Related Value-Added Industries** which have experienced or will experience a significant increase in the combination of total volume of inputs hauled into the facilities and total volume of outputs hauled out of the facilities on road infrastructure. In addition, these industries must exist or be under construction and have a high probability of being viable over a minimum of 10 years. Grain related value-added agriculture industries include, but are not limited to, concentrated animal feeding operations (eg. hog barns) and agricultural processing plants (eg. ethanol plants).

For the purposes of this program **grain** and **grain-related** means any grain, oilseed, alfalfa, pulse or related processed product included in Schedule II of the *Canada Transportation Act* that is grown, or any product that is processed, in the provinces of Manitoba, Saskatchewan, and Alberta.

### B3. PROXIMITY TO FACILITIES

Enter the requested information. If more than one facility is identified in B2. FACILITIES SERVED, enter the range as the closest to furthest distance from the construction project. Eligibility will be based on the information outlined in the box below.

Projects which are within the vicinity of and impacted by eligible facilities will be considered for assistance.

### B4. PROJECT TRAFFIC LOADING

Enter the requested information. Eligibility will be based on the information outlined in the box below.

A project submitted for consideration under this program must demonstrate that the eligible facility(ies) has or will create an incremental increase in commodity volume travelling over the proposed project road segment. In addition, **one** of the following conditions must also be met before the proposed project will be considered for funding:

- it can be demonstrated that the existing road infrastructure is structurally inadequate to handle the new traffic volume; **or**
- the road does not meet the geometric (eg. road width, sight distance, gradient) requirements to handle the type of traffic that will be using the road; **or**
- the road is a strategic haul route that will preserve surrounding roads and/or improve safety by becoming a designated haul route.

**B5. CURRENT ROAD STANDARD**

Enter the current road standard; year the road was constructed; current condition and the basis for this rating; and, the road rating based on the “Rural Roads Study” for your area.

**B6. PROPOSED PROJECT SPECIFICATIONS**

- a) Enter the proposed road standard.
- b) Write a brief description of the project, include the need being addressed, and how the proposed project supports the area road network. Eligibility will be based on the information outlined in the box below.

The application must clearly describe to what standard the proposed project road will be built, the type of work proposed and the design life. This work may include, but is not limited to: grading, surfacing, structural strengthening, clay capping or lengthening existing road. Specifications must be based on current/projected traffic loading.

- c) Attach a copy of the 1:50,000 National Topographic System (NTS) map and most recent aerial photograph with the location of the project clearly marked on both. If available, append any preliminary engineering drawings.

The fundamental purpose of the *Canadian Environmental Assessment Act* (CEAA) is to ensure that federal decision makers are aware of, and carry out, their obligation to assess the environmental impacts of a project supported by the federal government before any irrevocable decisions are made. Accordingly, federal program delivery staff and the applicant are required to comply with the following conditions:

- approval and payment of PGRP funding is conditional upon the outcome of the federal environmental assessment process.
- applicants must agree to adhere to mitigation requirements as may be specified in the Environmental Assessment Report.
- applicants must ensure that construction-related mitigation as may be specified in the Environmental Assessment Report will be incorporated into engineering and construction tender documents and contracts.
- commencement of construction prior to completion of the Environmental Assessment Report may result in conditional funding being withdrawn or payment withheld.

**B7. SUMMARY OF CURRENT ROAD STANDARD AND PROPOSED PROJECT SPECIFICATIONS**

Enter the requested information in the table provided and provide a rationale for the proposed road standard.