

**PRAIRIE GRAIN ROADS PROGRAM (PGRP)**  
**SASKATCHEWAN**  
**ROAD CONSTRUCTION APPLICATION INSTRUCTIONS 2005**

**NOTE: THIS IS THE FINAL INTAKE OF APPLICATIONS FOR THIS PROGRAM**

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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 on the project.

**A2. PROJECT DESCRIPTION**

**Road Project Number** - if known, enter the project number assigned to this particular project by Saskatchewan Highways and Transportation.

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

**Quarter Section Closest to the Centre of the Project** - for rural and urban projects enter the quarter section as described.

**Number of Kilometres** - enter the number of kilometres of road proposed for upgrade in this project.

**Type of Work** - enter the primary type 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 anticipated 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 other contributors to the project in the "Funding from Other Sources" column and enter an R or A in the "Requested or Approved" column. Other Sources include private companies, individuals and other federal programs. Requested or Approved refers to the status of the funding from Other Sources.

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, but, the municipality must fund a minimum 1/3 of the project cost from their own resources or the PGRP funding will be reduced accordingly.

**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 Contract** - list costs for project construction. Include costs for environmental mitigation.

**Purchased Materials** - list costs for materials which will be used to construct the project but are not included in the Construction contract costs, such as culverts. Municipalities with approved projects will have to demonstrate that a competitive process was used in the purchase of these materials.

**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 Right of Ways or lands, and that will be owned by Saskatchewan as well as, operated and maintained by the province or municipality will be considered for funding under the PGRP.

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

**c) Proposed Funding Timelines**

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 (eg. reeve, mayor or designate).

## PART B - DETAILED PROJECT DESCRIPTION

### B1. DESTINATION FACILITIES

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 that is part of a strategic grain haul route and serves one or more of the following:

**Grain Delivery Points** which have experienced or will experience a significant 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 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 and agricultural processing plants (eg. oil seed crushing plant).

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.

### B2. ROUTE IDENTIFICATION

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

Funding will be targeted to areas of strategic importance relative to grain transportation, and within these areas, to portions of these routes which are most in need of upgrading.

### B3. 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 facilities identified in B1. DESTINATION FACILITIES have created or will create a significant 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 grain haul route that will preserve surrounding roads and/or improve safety by becoming a designated grain haul route.

**B4. CURRENT ROAD STANDARD**

- a) Select the current road standard; if checking the "Other" box ensure that a description is entered.
- b) Enter the year this section of road was last constructed.
- c) Enter the most recent average daily traffic on this section of road and, if available, what percentage of this is truck traffic.
- d) Select all road elements on the identified project which are deficient; if checking the "Other" box ensure that a description is entered.
- e) Select the overall condition of this section of road and provide the basis for this rating.

**B5. PROPOSED PROJECT SPECIFICATIONS**

- a) Select the works which are proposed to be undertaken to remedy the deficiencies described in the point above; if checking the "Other" box ensure that a description is entered.
- b) Describe the standards to be used in completing the road improvements and the rationale for choosing this standard.

The application must clearly describe to what standard the section of road will be built, the type of work proposed and the design life. Specifications must be based on current/projected traffic loading. Projects funded through PGRP must meet or exceed the Primary Grid Road Standard and be constructed with a minimum top width of 8 metres, minimum side slopes of 4:1 on a minimum 42 metre purchased Right of Way. All project estimated costs are assumed to be based on constructing to this minimum standard.

**B6. SUMMARY OF CURRENT ROAD STANDARD AND PROPOSED PROJECT SPECIFICATIONS**

Enter the requested information in the table provided.

- a) If the project is proposed to run over more than one construction season, briefly outline the work to be completed in each year.

**B7. ASSOCIATED ECONOMIC AND SOCIAL BENEFIT**

- a) Select the other social or industrial uses which are impacted by improvements to the identified route.
- b) List other economic or social users of this route.

**B8. ADDITIONAL INFORMATION**

Attach the following information to the application:

- a) a map of your choosing which illustrates all municipal roads and highways in the area. On this map mark the identified grain haul route and the project section of road identified in this application. As well, identify construction completed with assistance from other programs such as CAIP and all proposed or completed PGRP projects in the area.
- b) any preliminary engineering reports relating to the identified project which may have been completed.

Note the information pertaining to applications approved for funding under the PGRP and the *Canadian Environmental Assessment Act* (CEAA) requirements as outlined in the box below.

Projects approved under the PGRP must be reviewed under the *Canadian Environmental Assessment Act* (CEAA) 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;
- upon notification of project approval, municipalities will be required to provide a 1:50,000 National Topographic System map and the most recent aerial photograph covering the area of construction with the project section of road clearly marked. No work on the CEAA review will commence prior to the receipt of this information.

SaskGeomatics, Map and Photo Distribution Centre is the supplier for mapping products in Saskatchewan and can be contacted using any of the following methods:

**Telephone:** (306) 787-2799

**Fax:** (306) 787-3335

**E-mail:** [saskmaps@sliscorp.com](mailto:saskmaps@sliscorp.com)

**Address for mail-in or walk-in service:**

Information Services Corporation of Saskatchewan  
Sask Geomatics Division  
1<sup>st</sup> Floor, 2151 Scarth Street  
Regina, Saskatchewan  
S4P 3V7