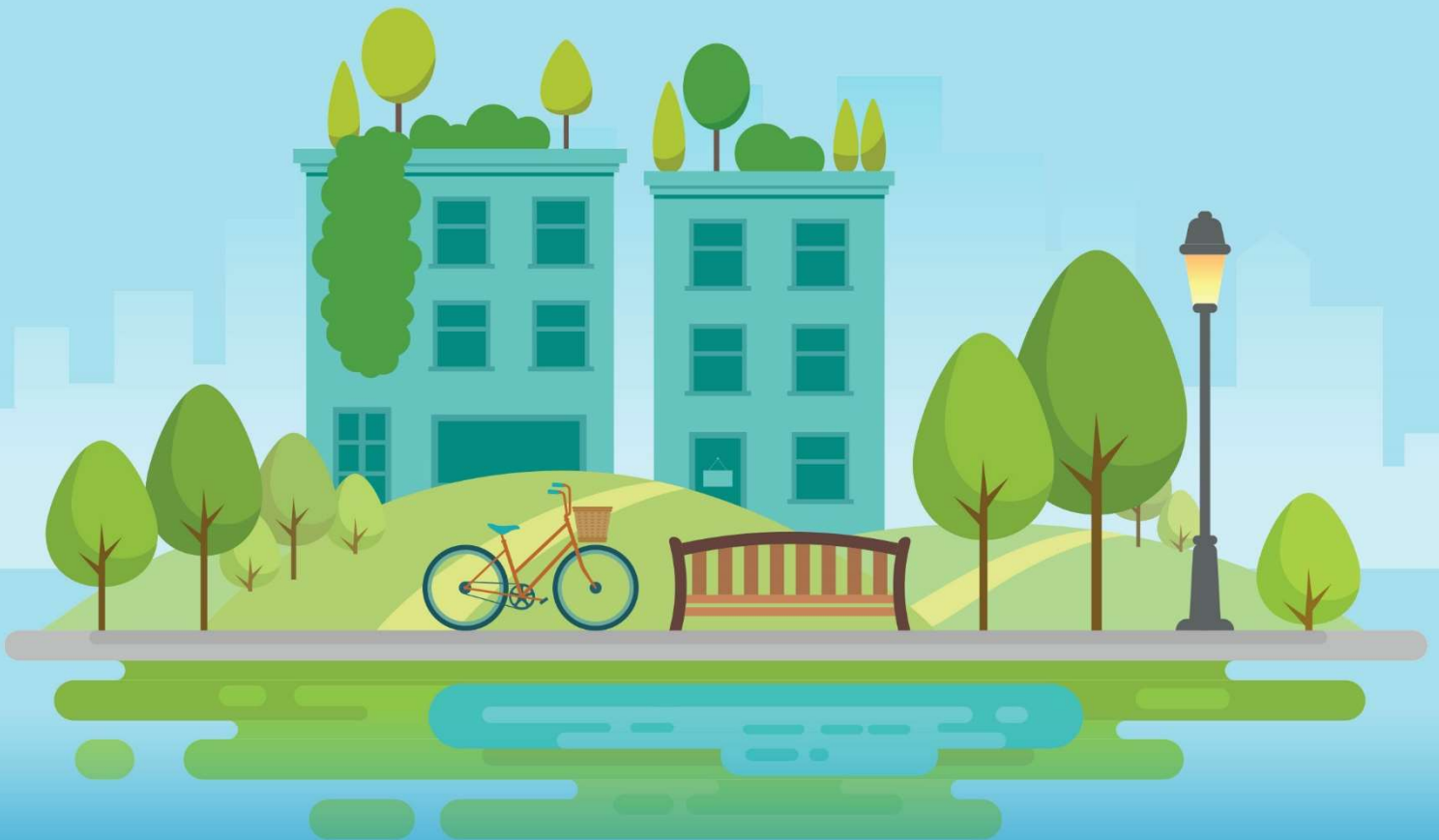




# OASIS

A PROGRAM TO PREVENT  
AND REDUCE THE RISKS  
ASSOCIATED WITH CLIMATE  
CHANGE THROUGH GREENING

NORMATIVE FRAMEWORK 2023



### **Coordination and editing**

This publication was prepared by the Direction du développement de programmes, de l'innovation sociale et des collectivités of the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP) and produced by the Direction des Communications.

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# OASIS

**O**rganize our living environments

**A**ct to prevent and reduce the risks associated with climate change using the latest

**S**tructuring strategies that incorporate green

**I**nfrastucture, serve the citizenry and

**S**upport Québec communities

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# OASIS – A program to prevent and reduce the risks associated with climate change through greening

## 1. Glossary

**Accountability:** the obligation to account for the fulfilment of a responsibility, by demonstrating that work has been carried out in accordance with agreed rules and standards, or by providing a truthful and accurate report on the use of allocated resources and achieved results.

**Adaptation:** any action that reduces the adverse impacts of climate change or enables us to take advantage of new opportunities arising from it.

**Agglomeration:** territory comprising a number of linked municipalities, including a central municipality. Only the central municipality can exercise agglomeration powers, which are powers of common interest. To this end, it has jurisdiction not only over its own territory, but also over the territory of any other linked municipality. In addition to its municipal council, the central municipality has an agglomeration council comprised of elected representatives from all linked municipalities.

**Applicant:** organization submitting a project for funding under the Program.

**Beneficiary:** organization receiving funding as part of a project supported by the Program.

**Climate change risk:** combination of the probability of occurrence of a climate risk and the consequences that may have an impact on vulnerable elements (including people) in a given environment. This combination is bound to change according to the evolution of climate conditions and those of the given environment.

**Communication:** public or media ceremonies or events, including milestones, press releases, reports, web and social media products or publications, blogs, press conferences, public notices, physical and digital signage, publications, success stories and vignettes, photos, videos, multimedia content, advertising campaigns, awareness campaigns, editorials, multimedia products and any other related communications media.

**Ecosystem services:** benefits provided by ecosystems that contribute to human well-being. These benefits can be divided into several categories: sociocultural, ontogenic (development of living organisms), procurement and regulatory services, particularly in terms of exposure to hazards. Here are a few examples: air filtration, increased biodiversity, microclimate regulation, noise reduction, food production, rainwater drainage at source, reduced building energy consumption, use of green roofs—which can help insulate buildings, reducing energy bills and wind speed effects.

**Eligibility criteria:** prerequisites that must be met before an **applicant** can apply for funding. These criteria are used to determine the suitability of the applicant and the project, prior to selection criteria analysis.

**Funding agreement:** agreement between the **recipient** and the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs specifying funding commitments and obligations so as to ensure sound management.

**Green infrastructure:** a natural or landscaped system that provides benefits such as cool islands and rainwater infiltration into soil, and contributes to the well-being of individuals and communities.

**Greening:** a measure designed to increase the vegetation cover of a given area. For the purposes of the Program, greening encompasses all climate change adaptation solutions that incorporate green infrastructure and mitigate the impacts of heat waves and heavy precipitation.

**Indigenous communities:** within the meaning of the Program, a First Nation or Inuit government or authority established under a self-governance agreement or an approved comprehensive land claims agreement that is in force and validated by federal legislation; a First Nation or Inuit government established under federal or provincial legislation that includes a governance structure, including a band government; a non-profit organization whose primary mandate is to improve the situation of Indigenous people by working in collaboration with one or more of the above-mentioned entities, a municipality or the Gouvernement du Québec.

**Public funding:** funding received from a ministry, government agency, municipal entity, Crown Corporation or other public body, whether provincial or federal, and sums received from an organization whose funding is predominantly public. For the purposes of the program, the term "municipal entity" refers to the municipal bodies listed in section 5 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (chapter A-2.1).

**Resilience:** the ability of a system (including an ecosystem), community or society potentially exposed to risks to adapt, by resisting or changing, in order to establish and maintain acceptable structures and levels of functioning. It involves the planning, development and ongoing management of resources so that they can withstand, respond to and rapidly recover from disturbances and damage caused by changing climate conditions.

**Selection criteria:** benchmarks used to assess the quality of submitted applications in terms of the project's ability to maximize the achievement of Program objectives. These criteria are different than eligibility criteria, which are used to check application compliance.

**Urban biodiversity:** the variety of living organisms (specific diversity), including their genetic variations (genetic diversity), as well as the multiplicity of habitats (ecosystem diversity) in and around human settlements.

**Urban heat island:** an urban area where the ambient temperature is higher than in surrounding areas. A temperature difference is observed between urban environments and surrounding rural areas, and also between areas within an intra-urban perimeter, for example between a parking lot and an adjacent green

space. Observations have shown that temperatures in urban centres can be as much as 12° C higher than in surrounding areas. The intensity of this temperature difference can vary on a daily and seasonal basis, depending on weather conditions and human activities.

## 2. Rationale and context

Québec has not been spared the impacts of climate change, which are already being felt. Climate hazards such as longer and more frequent heat waves and more intense and frequent heavy precipitation are already increasing extreme heat and rainwater runoff problems in municipalities.

The role of green infrastructure in resolving or, at the very least, mitigating environmental, social and economic issues linked to climate change, is well recognized. Green infrastructure generates ecosystem services that include thermal regulation, rainwater infiltration, atmospheric pollutant capture, oxygen production, erosion control, retention of animal and plant species in urban environments, and so on. As such, green infrastructure has a positive impact on the quality of the environment, quality of life, public health and the recreational and tourism potential of built areas, not to mention significant economic spin-offs.

The Gouvernement du Québec recognizes the importance for society of adapting to the current and anticipated impacts of climate change and forestalling risks to the health and safety of individuals and communities, as well as their economic consequences. In November 2020, the government adopted its 2030 Plan for a Green Economy, which includes an implementation plan whose third focus calls for “Strengthening Québec’s resilience to the impacts of climate change.”

The OASIS program (hereinafter referred to as “the Program”) is designed to support municipal and indigenous communities in strengthening their resilience to the heat waves and intense precipitation events accentuated by climate change. It is in line with action 3.1.1.3a of the implementation plan, which deals with adaptation measures such as greening and is part of a broader range of Gouvernement du Québec programs meant to promote resilience to the impacts of climate change.

To take account of the fact that climate change has more marked and harmful effects on people who are already in vulnerable situations (poverty, old age, social isolation, etc.), the Program supports municipalities so that they can intervene appropriately with solutions adapted to help ensure an equitable climate transition.

The Program builds on the experience gained under the 2013–2020 Climate Change Action Plan (CCAP) during the implementation of the following programs and measures:

- The Climat Municipalités municipal climate program—Phase 2 (CM-2), launched as part of measure 2.1 of the 2013–2020 CCAP. The CM-2 program promoted the involvement of municipal organizations and indigenous communities in the fight against climate change. It also aimed to build capacity through supported project activities;



- Measure 26.1.4, which supported municipalities in implementing measures to combat heat islands;
- Programme de soutien aux municipalités dans la mise en place d'infrastructures de gestion durable des eaux de pluie à la source (program to support municipalities in implementing sustainable rainwater management infrastructure at source) from the Ministère des Affaires municipales et de l'Habitation (MAMH).

The Program is financed by the Electrification and Climate Change Fund.

### 3. Overall objective

The Program aims to increase the resilience of Québec communities to longer, more intense and more frequent heat waves, and to more intense and more frequent heavy precipitation. To this end, it provides funding to municipal organizations and Indigenous communities for the planning, implementation and sustainability of greening projects in Québec communities.

### 4. General information

The Program has three components:

Component 1—Support for planning greening

Component 2—Support for greening Québec communities

Component 3—Support for green infrastructure sustainability

The Program comes into effect on the date of its approval by the Conseil du trésor and ends on March 31, 2026.

Applications for funding will be accepted until such time as the Program budget is exhausted. The Minister of the Environment, the Fight against Climate Change, Wildlife and Parks (hereinafter referred to as “the Minister”) may terminate grant approvals at any time, with or without prior notice.

Payments are always subject to availability of funds and appropriate approvals.

Applicants need not have participated in Component 1 in order to apply for funding under Component 2. However, securing Component 2 funding is a prerequisite for applying under Component 3.

# 5. Component 1–Support for planning greening

## 5.1 Specific objective

Component 1 aims to support municipal organizations and indigenous communities for planning greening projects, including the acquisition of knowledge on risks, solutions and social acceptability.

## 5.2 Eligible applicants

The following organizations are eligible to apply to Component 1:

- Agglomerations;
- Indigenous communities;
- Metropolitan communities;
- Local municipalities;
- Regional County Municipalities (RCMs).

A municipal organization or indigenous community may apply on behalf of a group of eligible applicants. However, funding is granted to a single organization, designated for project responsibility and reporting to the Minister.

## 5.3 Eligible applications

The following activities, studies or analyses (any or all of them) that make it possible to design and plan projects to reduce and prevent the risks associated with heat waves and intense precipitation, are eligible under Component 1:

- Spatial analysis of risks related to heat waves and intense precipitation throughout the applicant’s territory, taking into account current and future climate as well as vulnerable populations; analyses should include georeferenced data files (heat islands, precipitation and vulnerable populations) to enable visualization of the distribution of risks and solutions throughout the applicable territory;
- Integrated planning of adaptation solutions, including physical (e.g., green infrastructure) and non-physical (e.g., regulatory changes) meant to prevent or mitigate climate change risks and impacts. In order to assess the effectiveness of its proposed adaptation solutions, the applicant must detail them, stipulating land ownership (private, industrial, residential, municipal, federal) and current or proposed use (zoning);
- Cost-benefit analysis of proposed adaptation solutions;
- Consultation and consensus-building activities to prioritize and design proposed solutions with stakeholders (individuals, local organizations, municipal employees, internal teams, businesses);
- Analysis of the resilience of proposed green infrastructure;
- Plans and specifications, including green plant proposals.

If part of the process has already been commenced by the applicant, the application may still be submitted in order to complete it. In this case, the information demonstrating that the other steps have been completed must be submitted along with the application for funding.

## 5.4 Project selection

The eligibility of applicants and projects as well as the application's admissibility are initially validated (Appendix 1).

Eligible projects are then evaluated (see Appendix 2) by the program's management team, which is comprised of professionals from the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP), who consult representatives of the Ministère and external experts as appropriate. The evaluation is carried out using preferential criteria based on the following elements:

- Taking future climate into account (risk analyses carried out under this component must consider future climate issues, i.e., they must demonstrate that the documented problems are exacerbated by climate change, per Québec regulations and methodologies);
- Identification of the locations that are most at risk (analyses carried out as part of this component must include the identification of locations most at risk from heat waves and intense precipitation in the target area);
- Consideration of the resilience of planned adaptation solutions (planned adaptation solutions must be resilient to future climate change, i.e., take into account the impacts and risks posed by climate change to a project, activity or infrastructure and the environment in which it is located, for its entire life span. Resilience must also be demonstrated in the choice of location and project design, as well as in the choice of solutions and plants);
- The state of the organization's current knowledge and a demonstration of the steps it has taken so far;
- Project feasibility (financing, human resources, implementation stages).

Recommendations for improvement will be issued for projects that do not meet all the eligibility and evaluation criteria.

## 5.5 Project duration

Apart from the production and submission of the final report, projects must be completed within two years of the start date specified in the funding agreement between the Minister and the recipient, and in any case, no later than March 31, 2028.

## 5.6 Funding and payment terms

Funding from the program is limited to 80% of total eligible expenses, up to a maximum of \$2 million per project.

A contribution of at least 20% of eligible expenses is required of beneficiaries except for indigenous communities\*. Contributions may include funding provided by the project proponent and its partners.

The following funding terms and conditions apply to this component:

One-year projects:

- A first payment equivalent to 50% of the amount of funding, no later than 60 days after the funding agreement has been signed by the parties;
- A second and final payment equivalent to 50% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of the final report.

Two-year projects:

- A first payment corresponding to 25% of the amount of funding, no later than 60 days after the funding agreement has been signed by the parties;
- A second payment corresponding to 50% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of a progress report;
- A third and final payment corresponding to 25% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of the final report.

The Minister approves the amount of funding granted and the conditions of payment for each project, and sends a letter of confirmation to the beneficiary.

**\*Rules for combined funding (stacking)**

The combined amount of direct or indirect financial assistance received from Québec and Canadian government ministries, agencies and Crown corporations, including tax credits, as well as from municipal entities that are not direct beneficiaries of the program, must not exceed 80% of eligible expenses, except in the case of indigenous communities, where this cumulative amount may reach 100%, failing which the Ministère’s contribution under this program will be reduced accordingly in order to meet this criterion.

For the purposes of the rules governing cumulative public funding, the term “municipal entity” refers to the municipal bodies cited in section 5 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (chapter A-2.1).

Assets referred to in subparagraph 1 of the first paragraph of section 89 of the *Act establishing the Eeyou Istchee James Bay Regional Government* (CQLR, c. G- 1.04) are not considered in the cumulative rule.

For the purposes of calculating the stacking rate, all forms of financial assistance granted by a public body must be calculated at 100% of their value, whether reimbursable or not. In addition, when the stacking rate for public financial assistance is less than 100% of eligible expenses, a minimum contribution from the beneficiary is required to ensure that government assistance does not finance the entirety of the project’s eligible expenses.

In addition, financial assistance from the Business Development Bank of Canada (BDC), Farm Credit Canada (FCC) and Financière agricole du Québec (FAQ) are to be considered as private contributions if they do not offer any conferred advantage, i.e., if they are agreed under market conditions.

Financial assistance cannot be combined with funding provided under any other program in the 2030 Plan for a Green Economy implementation plan.

## 5.7 Eligible and ineligible expenses

Eligible expenses are costs that are necessary and directly related to the project, including the following:

- Remuneration of project personnel, including non-wage benefits;
- Professional fees paid to a legal entity for a specific task or service;
- Professional fees paid to an external auditor for preparing the audit report;
- Expenses associated with consultations between stakeholders and the beneficiary;
- Expenses associated with communication activities, including planning tool publication and printing;
- Costs of acquiring or renewing software licences or other IT tools required for the project, such as the ArcGIS software suite;
- Justified administrative costs directly related to the project, up to a maximum of 10% of funding (administrative support, accounting, payroll, rental of premises, stationery, postal services, telephone and Internet, etc.);
- Cost of transportation, meals and lodging within Québec, when necessary for the project, not to exceed the current civil service applicable schedules.

The following expenses are ineligible:

- Expenses that are neither necessary nor directly linked to the realization of planned activities;
- Costs incurred before confirmation of funding is received and after the end of the period covered by the funding agreement;
- Remuneration of the organization's regular staff for day-to-day operations;
- Expenses related to the communication or promotion of the organization's day-to-day activities;
- Capital expenditures, e.g., costs relating to infrastructure development, acquisition of land or buildings, or building renovation;
- Expenditures for the acquisition of rolling stock;
- Travel and other expenses incurred outside Québec;
- Administrative expenses related to the organization's day-to-day activities or general operations;
- Costs related to environmental authorizations;
- Costs related to offsetting GHG emissions;
- Portion of taxes for which the recipient of funding is entitled to an input tax credit, input tax refund, or a GST or QST rebate, exemption or waiver.

## 5.8 Applying for funding

Applicants may obtain funding for only one project under Component 1. Applications are considered on a continuous basis, starting from Program launch and ending when funds are exhausted.

Applications must include the following:

- The project presentation form, with all tabs filled out. A guide for applicants is included with the form;
- A resolution confirming that the application submitted to the Program was authorized by the appropriate municipal, band or RCM council, and that the applicant undertakes to pay its share

- of eligible expenses. Resolutions must also designate a signatory for all required documents, such as the funding agreement;
- In the case of a project submitted by a group of eligible organizations, a resolution from each of the boards confirming their commitment to the project;
  - Letters from partners describing their commitment to the project and specifying the amount or nature of their contribution, where applicable;
  - Additional documents demonstrating the status of steps already taken.

## 6. Component 2—Support for greening Québec communities

### 6.1 Specific objective

Component 2 aims to facilitate the implementation of green infrastructure, to prevent and reduce the risks associated with increasing heat waves and intense precipitation in Québec communities.

### 6.2 Eligible applicants

The following organizations are eligible to apply to Component 2:

- Agglomerations;
- Indigenous communities;
- Metropolitan communities;
- Local municipalities;
- Regional County Municipalities (RCMs).

A municipal organization or indigenous community may apply on behalf of a group of eligible applicants. However, funding is granted to a single organization, designated for project responsibility and reporting to the Minister.

### 6.3 Eligible projects and ineligible projects

An eligible project is one that creates or improves green infrastructure to prevent or reduce the risks associated with climate change, and to strengthen the structural or natural capacity of communities to adapt to the effects of heat waves or intense precipitation accentuated by climate change.

Eligible green infrastructures are those that create cool islands or manage rainwater at source.

Projects may combine several types of green infrastructure and must include greening measures.

Infrastructure must be public, defined as tangible fixed assets, and intended primarily for public use or for the benefit of the population.

Projects must be carried out entirely in Québec.

The following types of projects are ineligible:

- Not primarily aimed at preventing and reducing risks associated with heat waves and intense precipitation;
- Target flood risks covered by the MAMH Programme de résilience et d'adaptation face aux inondations (flood resilience and adaptation program);
- Involve emergency services infrastructure;
- Are carried out for the benefit of a healthcare or educational institution;
- Are mandated by statute, regulation or Order-in-Council.

## **6.4 Project selection**

Applicants' eligibility and the receivability of their application and project are validated first (see grid in Appendix 1).

Eligible projects are then evaluated (see Appendix 3) by the Program management team, made up of MELCCFP professionals, in consultation with departmental representatives and external experts as required. The evaluation will be carried out using preferential criteria based on the following:

- The use of knowledge garnered from a territory-wide risk analysis as described in Section 1, or from a similar or even broader analysis;
- The importance of heat waves and intense precipitation and their impact on vulnerable populations, in current and future climate scenarios;
- The resilience of green infrastructure to the impacts of current and future climate events;
- Demonstration that the solution will have no adverse side effects;
- The project's consistency with greening planning in the target area;
- The scope of the project's expected spin-offs;
- The ability to measure the metrics of achievement of project objectives;
- The ability to maintain the green infrastructure over its useful life;
- Project feasibility (funding, human resources, implementation stages, risk management).

Recommendations for improvement will be issued by the Ministère for projects that do not meet all the evaluation criteria.

Projects that meet all the criteria will be forwarded to the Minister for approval of the amount of funding granted and payment conditions. The Minister will then send a letter to the applicant confirming the terms and conditions.

## **6.5 Project duration**

Apart from the production and submission of the final report, the project must be completed within a maximum period of three years from the start date specified in the funding agreement between the Minister and the beneficiary.

It must be completed by March 31, 2029.

## 6.6 Funding and payment terms

Funding is available for a minimum of \$1 million and a maximum of \$25 million per project.

Funding from the Program is limited to a maximum of 80% of eligible project expenses. Total funding is determined by the Ministère after receipt of the application for funding on the basis of eligible expenses.

Beneficiary contributions must represent a minimum of 20% of eligible expenses, except for Indigenous communities\*. These contributions may include both those of the organization presenting the project and its partners.

The terms and conditions of funding for this component are as follows:

- A first payment corresponding to 25% of the amount of funding, no later than 45 days after the funding agreement has been signed by the parties;
- Payments totalling 50% of the funding will be made no later than 45 days after acceptance of each of the progress reports required by the MELCCFP;
- A final payment corresponding to 25% of the amount of funding, no later than 90 days after approval of the final report by the MELCCFP.

### **\*Rules for combined funding (stacking)**

The combined amount of direct or indirect financial assistance received from Québec and Canadian government ministries, agencies and Crown corporations, including tax credits, as well as from municipal entities that are not direct beneficiaries of the program, must not exceed 80% of eligible expenses, except in the case of indigenous communities, where this cumulative amount may reach 100%, failing which the Ministère's contribution under this program will be reduced accordingly in order to meet this criterion.

For the purposes of the rules governing cumulative public funding, the term "municipal entity" refers to the municipal bodies cited in section 5 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (chapter A-2.1).

Assets referred to in subparagraph 1 of the first paragraph of section 89 of the *Act establishing the Eeyou Istchee James Bay Regional Government* (CQLR, c. G- 1.04) are not considered in the cumulative rule.

For the purposes of calculating the stacking rate, all forms of financial assistance granted by a public body must be calculated at 100% of their value, whether reimbursable or not. In addition, when the stacking rate for public financial assistance is less than 100% of eligible expenses, a minimum contribution from the beneficiary is required to ensure that government assistance does not finance the entirety of the project's eligible expenses.

In addition, financial assistance from the Business Development Bank of Canada (BDC), Farm Credit Canada (FCC) and Financière agricole du Québec (FAQ) are to be considered as private contributions if they do not offer any conferred advantage, i.e., if they are agreed under market conditions.



Financial assistance cannot be combined with funding provided under any other program in the 2030 Plan for a Green Economy implementation plan.

## 6.7 Eligible and ineligible expenses

Eligible expenses are costs that are necessary and directly related to the project, including the following:

- Remuneration of project personnel, including non-wage benefits;
- Professional fees paid to a legal entity for a specific task or service such as subcontracts for project design, planning, execution, control and support;
- Professional fees for an external auditor to conduct an accounting audit of the project's financial statements;
- Rental of tools, equipment and machinery;
- Cost of materials and work related to the development of green infrastructure on municipal or private land, including the acquisition of plants and substrate and, where applicable, irrigation equipment, which must represent a minimum of 50% of total funding. Developments on private land are eligible, but must be supported by an agreement between the landowner and the beneficiary, enabling the latter to retain ownership of the green infrastructure for at least five years;
- Cost of structural reinforcement work essential to project completion, limited to 5% of total funding;
- Cost of additional fixed improvements integrated into the green infrastructure and necessary for the project's purpose, limited to 5% of total funding;
- Soil decontamination costs for green infrastructure—limited to 5% of total funding;
- Expenses associated with communication activities directly linked to the project, limited to 2% of total funding;
- Costs associated with conducting a resilience analysis of the planned green infrastructure;
- Justified administrative costs directly related to the project, up to a maximum of 10% of total funding (administrative support, accounting, payroll, rental of premises, stationery, postal services, telephone and Internet, etc.);
- Cost of transportation, meals and lodging within Québec, when necessary for the project, not to exceed the current civil service applicable schedules.

The following expenses are not eligible:

- Expenses that are neither necessary nor directly linked to the realization of planned activities;
- Costs incurred before confirmation of funding and after the end of the period covered by the funding agreement;
- Remuneration of the organization's regular staff for day-to-day operations;
- Expenses related to the communication or promotion of the organization's day-to-day activities;
- Portion of taxes for which the recipient of funding is entitled to an input tax credit, input tax refund, or a GST or QST rebate, exemption or waiver;
- Costs for installing or repairing grey infrastructure;
- Costs of replacing obsolete green infrastructure or dead vegetation not funded by the Program;
- Costs associated with operating expenses and periodic maintenance;

- Capital expenditures, e.g., costs relating to the acquisition of land or buildings, or the renovation of buildings;
- Expenditures for the acquisition of rolling stock;
- Costs related to environmental authorizations;
- Costs related to offsetting GHG emissions;
- Costs of leasing land, buildings and other facilities, leasing equipment other than that associated with the project's construction, real estate brokerage fees and related costs.

## **6.8 Applying for funding**

Applicants may obtain funding for only one project under Component 2. Applications for funding are submitted on a continuous basis, starting from Program launch and ending when funds are exhausted.

Applicants must first submit the project intent form provided by the MELCCFP, available on the program's website. The MELCCFP will then send the applicant the documents that need to be filled out.

Applications must include the following:

- The project presentation form, with all tabs filled out;
- A KML file to geolocate the project;
- Financial forecasts for the project;
- Additional documents demonstrating any steps already taken, such as those supported under Component 1 (risk analysis, adaptation solution planning, etc.);
- A climate resilience assessment in line with Québec methodologies;
- A resolution confirming that the application submitted to the Program has been authorized by the municipal, band or RCM council representing the applicant, and that the applicant undertakes to pay its share of eligible expenses. Resolutions must also designate a signatory for all required documents, such as the funding agreement;
- In the case of a project submitted by a group of eligible organizations, a resolution from each of its members confirming their commitment to the project;
- Letters from partners describing their commitment to the project and specifying the amount of their contribution, if applicable.

# 7. Component 3—Support for green infrastructure sustainability

## **7.1 Specific objective**

Component 3 is designed to support the maintenance and sustainability of green infrastructure funded under Component 2 of the program.

## **7.2 Eligible applicants**

Only recipients of funding under Component 2 are eligible to apply for Component 3 funding. Their Component 2 project must be in progress (with at least 50% of the work completed) or finished at the time of application to Component 3.

## **7.3 Eligible projects**

Projects involving the maintenance of green infrastructure funded under Component 2 are deemed eligible for Component 3. This includes the development and adoption of a green infrastructure sustainability strategy.

## **7.4 Project selection**

The applicant's eligibility and the receivability of the application and project are first validated (see grid, Appendix 1).

Eligible projects are then evaluated (see Appendix 4) by the program's management team, which may consult external experts and representatives of the Ministère, using preferential criteria based on the following:

- Expected benefits of the project;
- Ability to measure the achievement metrics of project objectives;
- Project feasibility (funding, human resources, implementation stages, risk management).

Recommendations for improvement will be issued for projects that do not meet all the evaluation criteria.

## **7.5 Project duration**

Apart from the production and submission of the final report, projects must be completed within two years of the start date specified in the funding agreement between the Minister and the recipient, and in any case, no later than March 31, 2028.

## **7.6 Funding and payment terms**

Funding from the Program is limited to 80% of total eligible expenses, to a maximum of \$2 million per project.

A contribution of at least 20% of eligible expenses is required of beneficiaries except for indigenous communities\*. Contributions may include funding provided by the project proponent and its partners.

For financial reporting purposes, the value of all contributions must be supported by full documentation.

The payment terms and conditions for this component are as follows:

One-year projects:

- An initial payment corresponding to 50% of the amount of funding, no later than 60 days after the funding agreement has been signed by the parties;
- A final payment corresponding to 50% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of the final report.

Two-year projects:

- An initial payment corresponding to 25% of the amount of funding, no later than 60 days after the funding agreement has been signed by the parties;
- A second payment corresponding to 50% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of a progress report;
- A final payment corresponding to 25% of the amount of funding, no later than 60 days after receipt and acceptance by the Minister of the final report.

The Minister approves the amount of funding granted and the conditions of payment for each project, and sends a confirmation letter to the beneficiary.

**\*Rules for combined funding (stacking)**

The combined amount of direct or indirect financial assistance received from Québec and Canadian government ministries, agencies and Crown corporations, including tax credits, as well as from municipal entities that are not direct beneficiaries of the program, must not exceed 80% of eligible expenses, except in the case of indigenous communities, where this cumulative amount may reach 100%, failing which the Ministère's contribution under this program will be reduced accordingly in order to meet this criterion.

For the purposes of the rules governing cumulative public funding, the term "municipal entity" refers to the municipal bodies cited in section 5 of the *Act respecting Access to documents held by public bodies and the Protection of personal information* (chapter A-2.1).

Assets referred to in subparagraph 1 of the first paragraph of section 89 of the *Act establishing the Eeyou Istchee James Bay Regional Government* (CQLR, c. G- 1.04) are not considered in the cumulative rule.

For the purposes of calculating the stacking rate, all forms of financial assistance granted by a public body must be calculated at 100% of their value, whether reimbursable or not. In addition, when the stacking rate for public financial assistance is less than 100% of eligible expenses, a minimum contribution from the beneficiary is required to ensure that government assistance does not finance the entirety of the project's eligible expenses.

In addition, financial assistance from the Business Development Bank of Canada (BDC), Farm Credit Canada (FCC) and Financière agricole du Québec (FAQ) are to be considered as private contributions if they do not offer any conferred advantage, i.e., if they are agreed under market conditions.

Financial assistance cannot be combined with funding provided under any other program in the 2030 Plan for a Green Economy implementation plan.

## 7.7 Eligible and ineligible expenses

Eligible expenses are costs that are necessary and directly related to the project, including the following:

- Remuneration of project personnel, including non-wage benefits;
- Professional fees paid to a legal entity for a specific task or service;
- Professional fees paid to an external auditor for preparing an accounting audit of the project's financial statements;
- Maintenance costs;
- Training costs for municipal employees and indigenous communities;
- Cost of materials;
- Rental of tools, equipment and machinery;
- Cost of tools, equipment and machinery for the maintenance of green infrastructure financed under Component 2—limited to 5% of total funding;
- Plant replacement costs;
- Costs related to the development of the green infrastructure sustainability strategy;
- Justified administrative costs directly related to the project, up to a maximum of 10% of total funding (administrative support, accounting, payroll, rental of premises, stationery, postal services, telephone and Internet, etc.).
- Cost of transportation, meals and lodging within Québec, when necessary for the project, not to exceed the current civil service applicable schedules

The following expenses are ineligible:

- Expenses that are neither necessary nor directly linked to the realization of planned activities;
- Costs incurred before confirmation of funding is received and after the end of the period covered by the funding agreement;
- Remuneration of the organization's regular staff for day-to-day operations;
- Expenses related to the communication or promotion of the organization's day-to-day activities;
- Capital expenditures, e.g., costs relating to infrastructure development, acquisition of land or buildings, or building renovation;
- Expenditures for the acquisition of rolling stock;
- Travel and other expenses incurred outside Québec;
- Administrative expenses related to the organization's day-to-day activities or general operations;
- Costs related to environmental authorizations;
- Costs related to offsetting GHG emissions;
- Portion of taxes for which the recipient of funding is entitled to an input tax credit, input tax refund, or a GST or QST rebate, exemption or waiver.

## 7.8 Applying for funding

Applicants may obtain funding for only one project under Component 3. Applications for funding are submitted on a continuous basis, starting from Program launch and ending when funds are exhausted.

Applications must include the following:

- The project presentation form, with all tabs filled out;
- Financial forecasts for the project;

- A resolution confirming that the application submitted to the Program has been authorized by the council representing the applicant (municipal council, RCM council, band council or any other authority representing an indigenous community), and that the applicant undertakes to pay its share of eligible expenses. Resolutions must also designate a signatory for all required documents, such as the funding agreement;
- In the case of a project submitted by a group of eligible municipal organizations, a resolution from each of the members confirming their commitment to the project;
- Letters from partners describing their commitment to the project and specifying the amount of their contribution, if applicable;
- The Component 2 funding agreement for the project.

## 8. Accountability

All authorized projects are subject to a signed funding agreement between the beneficiary and the Minister. This agreement defines the obligations of the recipient. Funding payments are conditional on compliance with the monitoring and reporting requirements set out in the Program standards and in the funding agreement signed by the Ministère and the recipient.

For all three Program components, the reporting requirements are as follows:

- A project monitoring and evaluation plan, with indicators to assess project operations, progress and results;
- A statement of funding expenditures as of March 31 of each year;
- A mid-project or annual progress report (depending on the duration of the project), including a financial statement;
- A final report including a financial statement, including:
  - The studies and analyses produced under Component 1;
  - A maintenance plan for green infrastructure over the two years following the project and a final update of the results under Component 2;
  - A strategy for maintaining and sustaining green infrastructure under Component 3.

## 9. General terms and conditions

The MELCCFP reserves the following rights:

- The right to limit the number of projects accepted to comply with the budget and available Program funds;
- The right to reduce the amount of funding, cancel funding or demand reimbursement of amounts paid to beneficiaries if the terms and conditions of the Program or the conditions related to the granting of funding are not met, or if a project is cancelled, in accordance with the funding agreement between the MELCCFP and each of the beneficiaries;
- The right to request an accounting audit of project expenditures from beneficiaries;
- The right to request any other documents required to complete the application for funding.

The applicant undertakes the following:

- Not start the project for which the application has been made nor enter into any contractual commitments with third parties before receiving confirmation that funding has been approved;
- Carry out the project within two years (Components 1 and 3) or three years (Component 2) from the start date specified in the funding agreement between the Minister and the beneficiary;
- Use the funds granted in accordance with the terms and conditions stipulated in the letter of award and, where applicable, in the funding agreement signed between the beneficiary and the Minister;
- Secure the Ministère's approval before making any changes to the project, in accordance with the funding agreement;
- Account for expenses per generally accepted accounting principles;
- Mention the support of the 2030 Plan for a Green Economy Implementation Plan and the Electrification and Climate Change Fund (ECCF) in all public communications referring to the supported project;
- Electronically disseminate all publications related to the project free of charge unless otherwise specified in the funding agreement;
- Comply with all applicable laws and regulations, including those governing the awarding of contracts, and secure all required authorizations prior to carrying out the work;
- Provide the Minister with adequate information on the administrative procedures employed relating to the Program;
- Provide the requested accounting by the date stipulated in the funding agreement;
- Fully cooperate with any Program evaluation process and any request for a financial audit;
- Assume all ineligible Program costs associated with the project, including cost overruns;
- Keep proper and accurate accounts and records relating to the application selected for funding under the Program. Such accounts and records shall be made available for review upon reasonable notice by the Ministère;
- Retain original tender documents, vouchers and records pertaining to all activities or work for which funding has been provided under the Program for up to six years after the funding agreement expires;
- Ensure the sustainability, maintenance and monitoring of the facilities and structures to be built as part of the project, for their entire life span (Component 2).

## 10. Program assessment

By November 30, 2025, at the latest, the Program will be assessed on the basis of the indicators defined in its preliminary monitoring and evaluation framework. To this end, the preliminary monitoring and assessment framework will be set out six months after approval of the normative framework by the Conseil du trésor.

# Appendix 1–Eligibility and receivability criteria

Component 1	
<b>Application receivability</b>	<p>The application for funding contains all the required documents:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Completed application form;</li> <li><input type="checkbox"/> Letter(s) of support from partners;</li> <li><input type="checkbox"/> Resolution confirming that the council authorizes the filing of the application and undertakes to pay its share of costs, and designating a funding agreement signatory;</li> <li><input type="checkbox"/> If the project is intended to complete a process that has already begun, the following supporting documents for the project that show the steps already taken:               <ul style="list-style-type: none"> <li>- Risk analysis;</li> <li>- Integrated planning of adaptation solutions;</li> <li>- Plans and specifications, including planting.</li> </ul> </li> </ul>
<b>Applicant eligibility</b>	<p>The applicant is one of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Agglomeration;</li> <li><input type="checkbox"/> Metropolitan community;</li> <li><input type="checkbox"/> Indigenous community;</li> <li><input type="checkbox"/> Local municipality;</li> <li><input type="checkbox"/> Regional County Municipality.</li> </ul>
<b>Project eligibility</b>	<p>The project:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> is entirely carried out in Québec;</li> <li><input type="checkbox"/> is completed within a two-year period;</li> <li><input type="checkbox"/> is not aimed at setting up a foundation or seeking sponsorship;</li> <li><input type="checkbox"/> is not funded by another program in the 2030 Plan for a Green Economy Implementation Plan;</li> <li><input type="checkbox"/> does not replace the responsibilities or duties conferred on municipal organizations by ministries and governments;</li> <li><input type="checkbox"/> has not incurred expenditures prior to approval for funding.</li> </ul>
<b>MELCCFP recommendation</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fully eligible and receivable.</li> <li><input type="checkbox"/> Eligible subject to certain conditions. _____</li> <li><input type="checkbox"/> Applicant/project ineligible. The application is declined.</li> </ul>

Component 2	
<b>Application receivability</b>	<p>The application for funding contains all the required documents:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Completed application form;</li> <li><input type="checkbox"/> Letter(s) of support from partners;</li> <li><input type="checkbox"/> Resolution confirming that the council authorizes the filing of the application and undertakes to pay its share of costs, and designating a funding agreement signatory;</li> <li><input type="checkbox"/> Documents demonstrating the steps taken (risk analyses, studies on adaptation solutions, support documents for activities related to indigenous consultation, etc.);</li> <li><input type="checkbox"/> Climate resilience assessment in line with Québec methodologies;</li> <li><input type="checkbox"/> KML file for locating green infrastructure.</li> </ul>
<b>Applicant eligibility</b>	<p>The applicant is one of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Agglomeration;</li> <li><input type="checkbox"/> Metropolitan community;</li> <li><input type="checkbox"/> Indigenous community;</li> <li><input type="checkbox"/> Local municipality;</li> <li><input type="checkbox"/> Regional County Municipality.</li> </ul>



<b>Project eligibility</b>	<p>The project:</p> <input type="checkbox"/> is entirely carried out in Québec; <input type="checkbox"/> is completed within a three-year period; <input type="checkbox"/> is not aimed at setting up a foundation or seeking sponsorship; <input type="checkbox"/> is not funded by another program in the 2030 Plan for a Green Economy Implementation Plan; <input type="checkbox"/> does not replace the responsibilities or duties conferred on municipal organizations by ministries and governments; <input type="checkbox"/> has not incurred expenditures prior to approval for funding; <input type="checkbox"/> supports public infrastructure mainly intended for use by the public and for the benefit of the citizenry; <input type="checkbox"/> does not involve emergency services infrastructure; <input type="checkbox"/> is not intended for the benefit of a healthcare or educational institution.
<b>MELCCFP recommendation</b>	<input type="checkbox"/> Fully eligible and receivable. <input type="checkbox"/> Eligible and receivable, subject to certain conditions. _____ <input type="checkbox"/> Applicant/project ineligible. The application is declined.

<b>Component 3</b>	
<b>Application receivability</b>	<p>The application for funding contains all the required documents:</p> <input type="checkbox"/> Completed application form; <input type="checkbox"/> Letter(s) of support from partners; <input type="checkbox"/> Resolution confirming that the council authorizes the filing of the application and undertakes to pay its share of costs, and designating a funding agreement signatory.
<b>Applicant eligibility</b>	<p>The applicant is one of the following:</p> <input type="checkbox"/> Agglomeration; <input type="checkbox"/> Metropolitan community; <input type="checkbox"/> Indigenous community; <input type="checkbox"/> Local municipality; <input type="checkbox"/> Regional County Municipality.
<b>Project eligibility</b>	<p>The project:</p> <input type="checkbox"/> is entirely carried out in Québec; <input type="checkbox"/> is completed within a two-year period; <input type="checkbox"/> is not aimed at setting up a foundation or seeking sponsorship; <input type="checkbox"/> is not funded by another program in the 2030 Plan for a Green Economy Implementation Plan; <input type="checkbox"/> does not replace the responsibilities or duties conferred on municipal organizations by ministries and governments; <input type="checkbox"/> has not incurred expenditures prior to approval for funding.
<b>MELCCFP recommendation</b>	<input type="checkbox"/> Fully eligible and receivable. <input type="checkbox"/> Eligible and receivable, subject to certain conditions. _____ <input type="checkbox"/> Applicant/project ineligible. The application is declined.

## Appendix 2–Evaluation criteria for Component 1

Description of the project, it's expected results and the applicant's capacity			
Criteria	Yes	No	N/A
<p>The application is for one or more of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Spatial analysis of heat wave and intense precipitation risks in the applicant's territory, taking into account current and future climate change and vulnerable populations;</li> <li><input type="checkbox"/> Integrated planning of adaptation solutions, including physical (e.g., green infrastructure) and non-physical (e.g., regulatory changes) intervention to prevent and mitigate the impacts of identified risks related to the effects of climate change;</li> <li><input type="checkbox"/> Cost-benefit analysis of proposed adaptation solutions;</li> <li><input type="checkbox"/> Analysis of the resilience of proposed green infrastructure;</li> <li><input type="checkbox"/> Consultation and consensus-building activities to prioritize and design proposed solutions with stakeholders (residents, local organizations, municipal employees, internal teams, businesses);</li> <li><input type="checkbox"/> Plans and specifications, including planting.</li> </ul> <p>If the application does not cover risk analysis or integrated adaptation planning, the applicant must demonstrate that these elements have already been assessed and that the relevant documents have been forwarded.</p>			
The applicant takes into account available data on future climate change with respect to the resilience of the adaptation solutions.			
The applicant organization has the capacity to ensure the success of the study and the achievement of its intended results, specifically based on its financial capacity to carry out the project.			
The internal entities of the municipal organization or Indigenous community and, where applicable, partners and subcontractors, have the expertise and experience required to ensure the success of the project.			
The quality of the application and the planning of activities seem adequate to achieve the project's objectives.			
The budget is adequate and realistic for the activities planned.			

Yes: Project meets Program criteria.

No: Project does not meet Program criteria.

N/A: Not applicable depending on the type of analysis targeted by the project.

**All criteria must be met, with the exception of those that do not apply for funding to be recommended to the MELCCFP authorities.**

## Appendix 3–Evaluation criteria for Component 2

<b>Description of the project, it's expected results and the applicant's capacity</b>		
<b>Criteria</b>	<b>Yes</b>	<b>No</b>
The project aims to reduce the risks associated with climate change and strengthen the structural or natural capacity to adapt to the effects of heat waves and intense precipitation through the implementation of green infrastructure.		
The applicant relies on knowledge of the risks associated with heat waves or intense precipitation on its territory in current and future climate conditions.		
The analysis of the resilience of green infrastructure is consistent and the project design is based on it.		
The applicant has taken steps to ensure that layout design and infrastructure do not give rise to adverse collateral effects, such as an increase in allergenic pollens, the introduction of invasive species and reduced biodiversity.		
The project is designed to be consistent with local planning related to the targeted issues.		
The application includes results monitoring and evaluation methods for documenting the achievement of the project's objectives.		
The applicant has the capacity to ensure the success of the greening project and the achievement of its results, in particular through its financial capacity to carry it out.		
The applicant provides for the maintenance of green infrastructure.		
The applicant and, where applicable, its partners and subcontractors, possess the expertise and experience required to ensure the success of the project.		
The quality of the application and the planning of activities seem adequate for achieving the project's objectives.		
The budget is appropriate and realistic for the activities planned.		

Yes: Project meets Program criteria.

No: Project does not meet Program criteria.

**All criteria must be met for funding to be recommended to the MELCCFP authorities.**

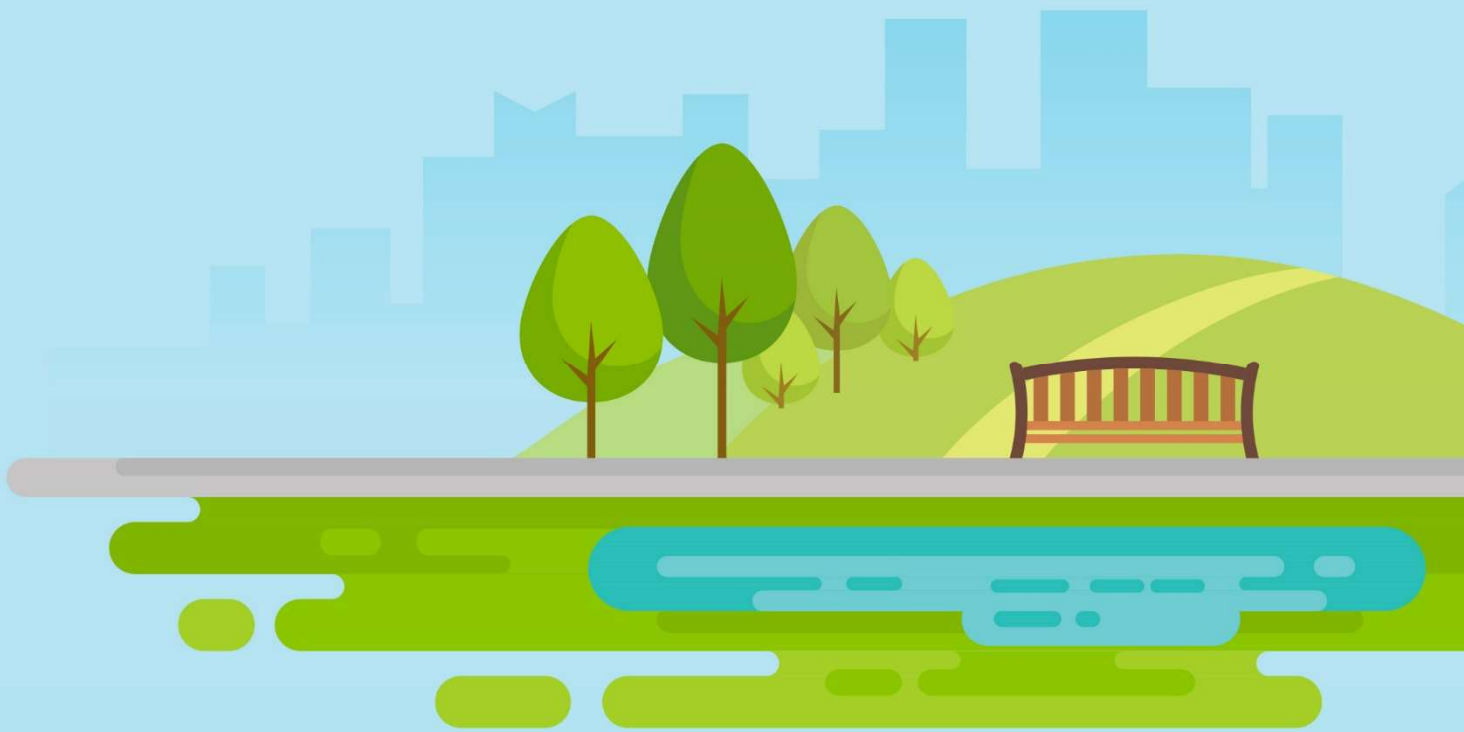
## Appendix 4–Evaluation criteria for Component 3

<b>Description of the project, it's expected results and the applicant's capacity</b>		
<b>Criteria</b>	<b>Yes</b>	<b>No</b>
The project aims to maintain the green infrastructure created or improved under Component 2, and to develop and adopt a long-term sustainability strategy.		
The application includes results monitoring and evaluation methods for documenting the achievement of the project's objectives.		
The applicant has the capacity to ensure the success of the project, in particular through its financial capacity to carry it out.		
The applicant and, where applicable, its partners and subcontractors, possess the expertise and experience required to ensure the success of the project.		
The quality of the application and the planning of activities seem adequate for achieving the project's objectives.		
The budget is appropriate and realistic for the activities planned.		

Yes: Project meets Program criteria.

No: Project does not meet Program criteria.

**All criteria must be met for funding to be recommended to the MELCCFP authorities.**



**Environnement,  
Lutte contre  
les changements  
climatiques,  
Faune et Parcs**

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