



# Accessing Emergency Management Assistance Program

*Quick Reference for On-Reserve Indigenous Communities in Alberta*

As part of Indigenous Services Canada (ISC) Emergency Management Assistance Program (EMAP), this document was prepared to assist Nation's within Alberta region impacted by disaster events to access funding supports.



## Response

- **Contact your Alberta Emergency Management Agency (AEMA) First Nation Field Officer** to begin information sharing. At this time ISC will begin the tracking of the event and its impacts based on information received. This helps maximize eligible reimbursements for housing damages, response costs, and any evacuations.
- **Implement the Nation's Emergency Response Plan** to coordinate Nation's activities regarding accessing resources such as mutual aid or ISC funding, evacuation, information sharing etc.
- **Prioritize the protection of the lives of community members first** as Infrastructure, land, animals, and cultural items need to be secondary.
- **Coordinate with band staff, nearby communities** etc. to maximize protections. This may include setting up an Emergency Operations Centre.
- **Develop and maintain cost tracking** as well as retain invoices, receipts, timesheets etc.



## Transition to Recovery

- **Contact ISC or AEMA First Nation Field Officer** to provide notification your community is ready to begin repatriation, cleanup, recovery, and rebuilding if necessary.
- **Develop a recovery plan** to assist in identifying the necessary precautions to be taken into consideration before beginning recovery work.
- **Contact a damage appraiser** to get an estimate for inspection of impacted, homes, roads and other infrastructure and provide the estimate to ISC.
  - Communities are required to provide to ISC an inspection report completed by a qualified third party that details damages caused by the event and cost to repair.
  - ISC can provide guidance on contracting a qualified inspector and will collaborate with the selected inspector to help ensure the inspection will meet EMAP requirements
- **Identify to ISC potential mitigation projects** that may reduce impacts in future events for funding consideration. Inspections may also provide mitigation recommendations.

Save AEMA and ISC phone numbers so they are readily available during a community emergency. AEMA 24/7 Emergency Line: 1-866-618-2362 to report an event.



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## Response

- Inform ISC and AEMA
- Evacuate if required
- Mitigate if possible
- ISC will send EMAP information to the Director of Emergency Management
- EMAP eligibility of costs will be an ongoing discussion
- Protect People and Infrastructure
- Track costs and prepare financial codes

## Transition

- Discuss funding advance with ISC if required
- Notify ISC as your community is ready to begin repatriation cleanup, rebuild, or recovery activities
- Start re-entry planning if applicable
- Obtain third party damage assessments

## Cleanup & Rebuild

- Plan and develop recovery project(s)
- Clean up assets and infrastructure
- Maintain tracking of costs as well as retain paystubs, invoices, timesheets, and receipts.
- Enact repatriation plans if required

## Recovery

- Work with ISC Emergency Management Advisors on reimbursement claim development and submission
- Receive response and recovery payments for EMAP eligible costs from ISC.
- Update Emergency Plans with lessons learned
- Commence recovery projects

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