

Canada Housing Infrastructure Fund Provincial-Territorial Stream Step-By-Step Application Instructions – Saskatchewan

November 2025

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Saskatchewan! 

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Purpose of this Document

The purpose of the **CHIF Step-by-Step Application Instructions – Saskatchewan** is to provide detailed information and explanations to support applicants with completing each section of the Canada Housing Infrastructure Fund (CHIF) Saskatchewan delivery stream application form. It is intended to be a helpful reference document as you navigate the application questions in the Alchemer form.

Completing your application

The following instructions are presented in order of the CHIF project application form.

A. Introduction

Eligible applicants are encouraged to submit their detailed applications for priority infrastructure projects that will result in improved capacity of housing-enabling infrastructure in Saskatchewan communities, including:

- Drinking water systems
- Wastewater systems
- Stormwater systems
- Solid waste management systems

Applications for the targeted intake will be accepted **until 12:00 p.m. CST on Friday, November 28, 2025.**

If you have any questions, please contact the Ministry of Government Relations' Municipal Infrastructure and Finance Branch at infra@gov.sk.ca or 306-787-1262.

Note: For your application to be eligible, it must be filled out by an official representative who has the capacity and the authority to submit project proposals and enter into contracts and agreements on behalf of your organization.

Prior to starting your application, please read the **CHIF Program Guide – Saskatchewan**, which was provided with the CHIF application email sent to your municipality.

Please confirm that you have read and understood the privacy statement as presented on the opening page of the application.

B. Program Description

Program Description and Application Disclaimer

In addition to the completed application that you will submit, there are other external documents that need to be attached near the end of your submission, including:

- [Site plan/map](#) (required in KML format, please refer to [Annex B](#) for instructions)
- [Attestation by designated official found at the end of the online application](#)
- [Detailed Cost Estimate](#) (Refer to Section K below for instructions). Please refer to Appendix C in CHIF Program Guide – Saskatchewan for required format.
- Council/board/band council resolution that the applicant supports the CHIF grant application.

Other external documents may be requested as well, if applicable to your project, including:

- [Documents supporting land ownership/control \(not applicable on reserve\)](#)
- [List and status of required licenses, permits and approvals](#)
- [Technical studies, engineering, and/or design reports](#)
- [Letter\(s\) of support from a partner organization\(s\)](#)
- [Feasibility study\(ies\)](#)
- [Supporting documentation from the Water Security Agency \(WSA\)](#)
- [Archaeological study\(ies\)](#)
- [Options assessment report](#)
- Business plan
- [Housing Needs Assessment](#)
- [Evidence of secured funds](#)
- [Climate risk assessments](#)
- [Indigenous engagement reports](#)
- [Environment assessment reports](#)
- [Impact Assessment Agency of Canada reports](#)

Eligibility

Confirm your organization's eligibility for the program by ensuring that you meet the most basic requirements of the CHIF program before applying for funding. Consult the **CHIF Program Guide – Saskatchewan** for more detailed information about eligibility.

Please note that expanded eligibility criteria exist for projects in rural (population 30,000 or less), northern, and Indigenous communities that may not have sufficient housing growth-related projects.

In these cases, eligible projects could preserve existing capacity or increase reliability and access

to drinking water, wastewater, stormwater, or solid waste systems for current and/or future populations:

- Investments in facilities and systems to ensure regulatory compliance (for example: [Wastewater Systems Effluent Regulations \(WSER\)](#), methane capture).
- State of Good Repair (SoGR) capital investments required to ensure an adequate level of service to current and future residents.
- Investments that result in a reduction in drinking water advisories.
- Investments in drinking water and wastewater distribution systems could include rolling stock (for example: water trucks, septic pumping trucks).
- Investment in solid waste projects could include landfill decontamination, decommissioning, and rehabilitation as part of a larger landfill project.

Except for expenditures related to federal environmental or climate assessments and Indigenous consultation and engagement activities—which, where applicable, may be retroactively eligible for up to two (2) years prior to project approval but no earlier than September 10, 2024—all costs incurred before project approval, including any expenditures tied to contracts signed prior to approval (such as those for planning and design), are ineligible.

C. Applicant Information

In this section, enter the contact information for the project applicant and any partner organizations. The following information should be included:

- **Project applicant/Entity name:** Enter the legal name of the lead applicant (example: Rural Municipality of [Name], City of [Name], [Name] First Nation, etc.).
- **Project applicant type:** Select the option that best represents the applicant's organization type.
 - For municipal applicants, consult the [2021 Census of Population](#) when determining population size.
 - To be eligible for CHIF, for-profit private sector project applicants must be working in collaboration with an eligible public sector entity or an eligible Indigenous applicant.
- **Applicant mailing address:** Enter the street address or box number used for the project applicant's mail deliveries.

If there is a partner organization, please enter its information:

- **Legal name of partner organization:** Enter the legal name of the partner organization (example: Rural Municipality of [Name], City of [Name], [Name] First Nation, etc.).
- **Partner organization type:** Select the option that best represents the partner applicant's organization type.
- **Mailing address of partner organization:** Enter the street address or box number used for the partner applicant's mail deliveries.

Note that a letter of support from each partner organization is required as part of this application. It must confirm their role in the project, provide authority for the applicant to carry out the project, detail their support for the project, and outline any financial contributions they will make toward the project. It can be uploaded as part of the application near the end of the process. Please ensure the attachment is clearly named (example: [Name of Lead Applicant Organization] Letter of Support).

State whether you are applying for a **regional project**. A regional project is defined as a cooperative project that will be undertaken by, and will benefit, more than one municipality. If you are applying for a regional project, you will need to describe how the proposed project demonstrates a regional focus and to identify the other municipalities, ministries, Indigenous or other groups that will be involved.

Important Tips
Save your application as you go. This also allows you to come back to it later. You will find the “Save” option in the top right-hand corner of every application page. An automated email will be sent to you with the web link and instructions of how to access your application. If this email does not reach your inbox within 5-10 minutes, check your junk email or spam folder.
You must answer all required questions, which are denoted by an asterisk (*). Also include any other information, where requested, as applicable to your proposed project.
To go back to previous pages in the survey, USE THE APPLICATION'S “BACK” BUTTON rather than the browser’s “Back” button. If you use your browser’s “Back” button, you may be kicked out of the application and lose all the data you’ve entered. If this happens, try using the “Refresh” button in your web browser navigation bar. 
You may see questions in the guide that do not appear when you fill out the online application. The application is set up to only ask for the information we require for the type of applicant you are and the type and parameters of the project you are undertaking. If you are not asked the question, you can ignore that section of the guide.
You MUST click the “Submit” button at the end of the application and proceed to the final page indicating that your application has been submitted. An email confirmation will be sent to you. Unfinished or partial applications will not be accepted.

D. Project Contact Information

In this section, enter the contact information for the people designated as the primary and alternate project contacts. The following information should be included:

- **Name of primary project contact:** Enter the first and last name of the primary contact who represents the applicant.
- **Position/title of primary project contact:** Enter the title of the contact person. This person must be authorized to submit the application on behalf of the Project Applicant/Entity. Please avoid using acronyms (*example: City Manager, Chief Administrative Officer, Acting Chief Administrative Officer, Chief Executive Officer*).
- **Email address of primary project contact:** Enter a preferred email address. If additional information is required to assess the application, email will be the primary method of communication.
- **Verify email address of primary project contact:** To ensure accuracy, do not copy/paste email.
- **Phone number of primary project contact:** Enter the phone number of the contact.
- **Cell phone number of primary project contact**
- **Please provide contact information details for your alternate project contact (i.e. name, position, phone number and email address):** If applicable, please provide contact details.
- **If you have a project engineer, please provide contact information details (i.e. name, company, phone number and email address):** If applicable, please provide contact details.

E. Project Information

This section includes fields for describing the project.

Note: This information may be used or adapted for communication about the project to the public, made available on the web or used in media reports by Canada and/or Saskatchewan. To the greatest extent possible, information should be presented in plain language and be able to be understood by a non-specialist audience.

Project Submission Type

Both Capital and Planning projects are eligible under CHIF. Applicants must identify whether the project is for the construction of a Capital Project (which can include all planning related activities) or a Planning Project Only.

Project Title

1. **Provide a concise but meaningful title in 300 characters or less.** The title should consist of the location of the project, a description of the asset system, and the main work to be completed (*example: Applicant Name - Water Treatment Plant Upgrades*). Project titles should not include unrelated information, including:

- Information that is captured elsewhere, such as program name, recipient, province, project costs, amount of program funding or construction start or end dates.
- Detailed information that can be better elaborated in the project description, such as the outcome of the project.

Project Details

2. This section provides information on the project description, objectives, expected outcomes and benefits, project rationale and long-term asset management plan.

a) **Project Description**

Please provide a concise summary of the scope of the project. Describe what you are looking to achieve, and how you will achieve it, including information about the communities and populations the project will benefit. The additional text fields are to expand on the objective, scope, and expected outcomes and benefits of the project.

Note: this information may be used or adapted in communication about the project to the public, made available on the web, or used in media reports. To the extent possible, information should be presented in plain language and be able to be understood by a non-specialist audience.

b) **Objective**

Describe what the project seeks to achieve. Identify the nature of the project:

For Capital Projects - identify the nature of the project: planning (e.g. study, plan, design, etc.) and/or capital (e.g. new construction, rehabilitation, upgrade, expansion, decommissioning, etc.).

For Planning Projects - This description should include the nature of the planning project (e.g. study, plan, design, etc.) and a brief overview of the future capital project (e.g. new construction, rehabilitation, expansion, decommissioning, etc.) which the planning project supports.

Example 1: The Wastewater Treatment System Upgrades project will upgrade the wastewater treatment system to meet or exceed effluent limits to be compliant with provincial and federal regulations and expand treatment capacity.

Example 2: The primary objective of the Water Treatment System Upgrades project is to upgrade and modernize the existing water treatment plant to ensure the delivery of clean, safe and reliable drinking water to [municipality name].

c) **Scope**

Describe the major quantifiable project components and approximate outputs of the

project. Outputs are the immediate, tangible results or deliverables of a project or activity.

Example 1: The project scope involves the addition of a Submerged Aerated Growth Reactor System (SAGR), construction of approximately 5.8 kilometres (km) of 350mm effluent force main, construction of four new treatment cells with high-density polyethylene (HDPE) geomembrane liners, construction of two main operational facilities (a headworks building and an operations building), pumping upgrades to two existing sewage lift stations, construction of related site piping, and the installation of aeration in two of the four new treatment cells and related processes. This is in addition to civil, structural, architectural, mechanical, electrical, instrumentation and control works. The project will result in an increased capacity to treat and/or manage wastewater.

Example 2: The project aims to increase treatment capacity, improve water quality and enhance operational efficiency in compliance with provincial drinking water regulations. The project scope involves the construction of a new reservoir of approximately 200m³, upgrades to the existing approximately 50m of piping and associated electrical, mechanical and structural works. The output of the project is a newly constructed reservoir.

d) Expected Outcomes and Benefits

Describe the main expected outcomes and how they will be achieved by the project. Identify the communities and populations that will directly benefit from the project. Outcomes are the changes, benefits, or impacts that result from the use or application of the outputs. The immediate outcome that should be met is the improved capacity of housing-enabling infrastructure in Canadian communities, while the intermediate outcome would be enabling new housing or preserving existing via increased supply in Canadian communities.

Example 1: This project is expected to expand the wastewater plant's treatment capacity to accommodate a population of 10,000 people and service an additional 4,500 dwellings in the City of [Name].

Example 2: The project will expand treatment capacity for drinking water to accommodate a population of 10,000 people and service an additional 4,000 dwellings in the [municipality name].

e) Project Rationale

Explain why the proposed project is the most appropriate and technically viable

solution to address your community's current infrastructure needs.

Strong applications are expected to demonstrate that multiple feasible options were considered and provide a rationale for why the project being put forward is technically viable and the most appropriate solution to address the community infrastructure need. The advantages and limitations of alternative options could be discussed in this section. If you have an options assessment report (e.g. an analysis where you identify, compare and select the best possible approach to resolve an identified problem or opportunity), this can be uploaded at the end of the application.

Applicants are also encouraged to refer to the consequences or impacts on their communities if existing practices were maintained and the project did not go forward.

f) Long-Term Asset Management Plan

How will your community ensure that future utility rates, user fees, or other funding mechanisms are sufficient to support the ongoing operation, maintenance, and eventual renewal of the asset? Please explain how this project aligns with your municipality's long-term asset management plan, including any financial strategies in place to ensure its sustainability.

g) Regional Impact

Please provide information on how this project might have a regional impact that goes beyond benefiting a single community, and/or does it fit into an existing regional plan. Is there an additional asset of this project that serves municipalities outside of the applying municipality? Responses can include any available information on user numbers, fees for services or any other data that helps support the regional concept. For example, if you are applying for water treatment plant upgrades, does the plant serve multiple municipalities, an entire region, or a broad population base? Or applying for the construction of a lagoon, is it accessible by other communities in the area?

F. Project Location

Indicate the municipality, local service district, reserve or settlement where the proposed project will take place. If applicable, applicants may enter information for multiple project locations.

A Keyhole Markup Language (KML) file must be submitted separately with this application, or it will be considered incomplete. The KML file should show the geographic location or locations of a proposed project. A KML file is not a picture or PDF map of the project location, but a file containing a digital spatial representation of the project location, to be produced by the applicant using geographic information system (GIS) software or a website application. A KML file can be created by anyone and allows a variety of point, polygon and line data to be represented spatially, with detail, to accurately display the specific location of all project components (see [Annex B: Creating a KML file](#) for more information).

3. **Municipality, Local Service District, Reserve or Settlement Name:** Where will the proposed project be located.
4. **The project's main location in latitude and longitude:** Please make sure to use decimal format for your GPS coordinates and NOT in degrees, minutes, and seconds or any other format (example: latitude: 52.54321, longitude: -102.12345). Please note your longitude must be a negative number. If this is for a Planning Project submission and the future location is unknown, please put the latitude and longitude coordinates as "0, 0."
5. **Additional locations for the project, if necessary, in latitude and longitude**
6. **Legal Land Description (if applicable):** If your project covers a few lots or sections, please make sure to mention all applicable individual locations (example: Blk/Par 7-Plan G12330 or NE-23-46-55 W2, etc.).

G. Nature of the Project (Capital Only)

7. **Please indicate the percentage of project work in each of the categories below.** The sum of all categories must equal 100per cent.
 - **New Construction per cent** refers to the construction or acquisition of an entirely new asset (example: new water treatment facility, new stormwater pipes).
 - **Rehabilitation per cent** refers to improvements to an existing asset such as, but not limited to:
 - An increase in the asset's output or service capacity
 - A reduction in associated operating costs
 - An extension of the estimated useful life
 - An improvement in the quality of the asset's output
 - An improvement to the asset's accessibility
 - **Expansion per cent** refers to an increase in volume, physical area or capacity of an asset that may lead to an increase in physical output or service capacity.
8. **Other per cent** can be used if the project does not fit into one of the other categories. Please describe the nature of the work or enter N/A if not applicable.

H. Planning and Construction Dates

Provide your best estimate as to when planning and/or construction activities would begin and end (YYYY/MM/DD).

Please note that costs incurred prior to project approval are not eligible. However, expenditures already incurred associated with completing federal environmental, greenhouse gas emission assessment, or Indigenous consultation and engagement activities may be deemed eligible. These costs may be retroactively eligible up to two (2) years prior to approval of a project for funding under this agreement but no earlier than September 10, 2024. Please refer to Section 6.3 of the

CHIF Program Guide – Saskatchewan for additional information.

For **forecasted planning dates**, enter the expected planning:

9. **Start date**

10. **End date**

This applies to stand-alone planning projects and capital projects that include planning components.

For **forecasted construction dates**, enter the expected construction:

11. **Start date**

12. **End date**

This is not applicable for planning projects.

Note: Projects **must be substantially completed** (i.e. project assets can be used for the intended purpose) **no later than October 31, 2033**.

I. Procurement

Answer the following question(s) related to procurement. Refer to Section 6.4 Contract Procedures and Provisions in the **CHIF Program Guide – Saskatchewan** for more information.

13. **Indicate whether any sole source procurement will be used:** Please be advised any sole sourcing may be subject to a request for further information to support a federal Treasury Board submission.

If yes, please add the details of the sole source contract, including:

- a) Estimated amount
- b) Whether the contract details are known
- c) The nature of the work
- d) A justification for sole sourcing the contract
- e) If “Other” was selected, describe the nature of the work
- f) Any additional sole source contract being used for the project, with its details.

J. Project Schedule

Answer the following questions related to the project schedule.

14. **Has the project planning started?**

- a) If yes, what percentage of the project design has been completed?
 - up to 25 per cent, i.e. Conceptual design in-progress or complete
 - 26-50 per cent, i.e. Preliminary design in-progress or complete

- 51-75 per cent, i.e. Detailed design in-progress or complete
- 76-100 per cent, i.e. Ready for tendering

15. Has project construction started?

- a) If yes, please describe the construction work that has occurred to date.

Permits

- 16. Indicate the status of all permits required for construction.** If multiple permits are required and are at various stages of application or approval (e.g. some have been received but others not yet applied for), select the box “permit applications are underway.” Upload a list and include the status of all known required licenses, permits and approvals at the end of the application.

Asset Ownership

To be eligible for CHIF, the applicant must own or will own the project assets, or they must have secured or will secure all necessary rights and interest in the funded assets.

17. Applicants must indicate if they will own and operate the assets of the proposed project.

- a) If the applicant will not own and operate the assets, they must provide additional information regarding asset ownership and operation. This includes the names and types of entities that will own the assets (e.g. private ownership), and a brief description of the asset-ownership arrangement including how long the arrangement is expected to last.

18. Applicants must indicate if the asset is privately owned.

- a) If privately owned, at least one of the four conditions identified in the application form must be selected for the asset to be eligible.

K. Project Financials and Supplementary Information

Detailed Cost Estimate Spreadsheet

The Detailed Cost Estimate spreadsheet must be uploaded at the end of the form and should be used to outline the estimated budget costs of the project based on researched and documented cost estimates. The project budget should consider the total costs – not only the program contribution requested but also the applicant organization’s share of the costs, along with the total from other contributors. Section 6 of the **CHIF Program Guide – Saskatchewan** contains additional information about eligible and ineligible costs that may help with completing this section.

Applicants can add costs to the project by entering them into the spreadsheet. Be specific and concise when entering your description. Provide enough information to clearly indicate which project activities, assets or groups of assets are included for each cost line item. Add the quantity

and per unit price for each item. Enter only **eligible costs** in the top section. There are five categories of eligible costs, including:

- **Project planning:** Costs associated with planning
- **Environmental Assessment/Indigenous Engagement and Consultation:** Costs associated with environmental assessments and Indigenous engagement and consultation. These costs may be retroactively eligible up to two years prior to project approval but no earlier than September 10, 2024.
- **Design/engineering:** Costs for hiring engineering or consulting firms tasked with designing the project
- **Construction/materials:** Construction materials and labour costs
- **Other eligible costs**
- **Contingency:** A reserve of funding that is set aside to cover any unexpected costs, risks and uncertainties related to a project. It is important to be as accurate as possible when developing estimates as Saskatchewan and Housing, Infrastructure and Communities Canada (HICC) do not provide additional funding for cost overruns. Contingencies do not apply to planning projects. See the [table below](#) which defines estimate classes and what range their contingency percentage should be in.

Add more lines to each section, if needed. Ensure that your totals sum correctly.

In the bottom section of the spreadsheet, enter all **ineligible costs** associated with the project. These can include items like:

- **Land acquisition costs:** Unless the proposed project involves the purchase of private land for a natural infrastructure component, in which case this may be an eligible cost. See [Section 12](#) below, for more information.
- **Leasing land, buildings or other facilities:** Costs associated with leasing land or buildings associated with the project.
- **Financing charges:** Costs incurred for borrowing funds for the project.
- **Legal fees:** Costs for any legal fees charged in connection with the project.
- **In-kind contributions:** Non-monetary contributions of goods, services or other support provided by the applicant, or to the applicant by a third party for the project, for which fair value is assigned but for which no payment occurs.
- **Tax rebates:** Any taxes paid for which you are entitled to a rebate (e.g. GST).
- **Works already completed:** Costs for any work already completed on the project.
- **Costs incurred before project approval, and any and all expenditures related to contracts signed prior to project approval.** This includes costs incurred or contracts awarded for planning and design.

Budget and Contingency Details

In the online application, use the cost estimates that you calculated on the Detailed Cost Estimate spreadsheet above, to provide:

19. **Total Gross Project Costs:** This is the sum of Total Eligible and Ineligible Project Costs.

20. **Total Eligible Costs:** Costs outlined in the project budget that are eligible for reimbursement under the CHIF program.

b) This does not include Total Ineligible Costs: Costs outlined in the project budget that are not eligible for reimbursement under the CHIF program.

21. **The costs as divided between the five categories of eligible costs**

- Project planning
- Design/engineering
- Construction/materials
- Other eligible costs
- Contingency

The contingency percentage accepted by Saskatchewan and HICC depends on the class estimate of a proposed project. The following table shows the expected contingency range that corresponds to each project class.

22. **If the contingency percentage for the project is less than the recommended percentage of the selected class estimate, please explain how the risk of cost escalations and uncertainties will be mitigated.** If applicable, provide additional information regarding the contingency amount calculations. Type N/A in the box if not applicable.

23. **Select which class the estimated project costs are based on.**

Estimate Class	Contingencies
Class A: Estimates made after bids for a project have been received, evaluated and verified, and once a contract is ready to be signed.	Budgets for projects at this stage usually include a contingency of 5% to 10%.
Class B: Estimates made at the “Detailed Design” stage when the project is ready for tendering.	Budgets for projects at this stage usually include a contingency of 10% to 15%.
Class C: Estimates at the “Preliminary Design” stage and may be referred to as pre-tendering estimated.	Budgets for projects at this stage usually include a contingency of 15% to 20%.
Class D: Estimates at the “Conceptual Design” stage.	Budgets for projects at this stage usually include a contingency of 20% to 30%.

Planning Only Project	Budgets for planning only project will have a contingency of 0%
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Cost Overruns
Please note that Saskatchewan and HICC will not reimburse ineligible costs or cover cost overruns. Cost overruns refer to a situation in which actual costs exceed the approved project budget. For example, a municipality receiving a federal-provincial cost share of 73.33 per cent may only be reimbursed up to 73.33 per cent of total eligible costs based on the initial approved project budget. Additional costs incurred will not be reimbursed by Saskatchewan or HICC and the recipient will be responsible for those costs. Therefore, it is strongly recommended that applicants prepare a detailed budget with contingencies.

24. Indicate when the cost estimate was provided or last updated.

Project Cash Flow

25. This section of the application form details in which fiscal year (April 1 to March 31) Total Eligible Costs will be incurred by the applicant. Provide a breakdown for each fiscal year of the project. Round up to the nearest dollar.

Note: The **project cashflow** must be based on when expenditures will be incurred and not when they will be submitted to Saskatchewan for reimbursement. For example, if expenditures will be incurred in December 2025, but will not be claimed for reimbursement until April 2026, these expenditures would be listed in the 2025-26 fiscal year. In addition, applicants need to make sure that the total for the project cashflow is equal to the amount entered for the Total Eligible Costs.

26. Indicate whether any costs have been incurred or contracts awarded for the project. Any costs incurred or contracts awarded or signed before federal funding is approved will be ineligible. Costs associated with completing the federal environmental assessment and Indigenous consultation and engagement may be eligible subject to certain restrictions.¹

Funding Sources

27. Select all the sources of funding that a project is receiving from various contributors for the applicant's portion of the Total Gross Project Costs. Doing so allows Saskatchewan to verify that the funding request conforms to CHIF program stacking limits or requirements for funding from other sources. Estimated funding amounts should be rounded up to the nearest dollar.

¹ Expenditures already incurred associated with completing federal environmental, greenhouse gas emission assessment, or aboriginal consultation and engagement activities may be retroactively eligible up to two (2) years prior to approval of a project for funding under this agreement but no earlier than September 10, 2024.

Where applicable, indicate if the funding source has been secured or approved. If the contributor's funding (including borrowing) has been secured and confirmation of this exists, upload supporting documentation near the end of the application (for example: an attestation (i.e. a letter) from the contributing organization's Chief Financial Officer indicating the amount of financial support that will be provided for the project).

If a contributor's funding is not secured at the time of application, provide the expected date that it will be secured. Applicants must also explain in detail how they will secure any unsecured project funding. Not all funds are required to be secured at the time of application. However, once a project is approved, Saskatchewan will require confirmation that all funds listed have been secured before entering into a funding agreement with the applicant.

Application Form Question	Step-by-Step Guidance
a) Reserves/Savings	How much of the applicant's funding will come from their reserves or savings.
b) Borrowing	How much of the applicant's funding will come from borrowing. i) When the applicant expects to have the borrowing secured. ii) Is the term of borrowing. iii) How the borrowing will be secured. iv) If outside approval is required to borrow. v) If borrowing has been approved by the Saskatchewan Municipal Board.
c) Fees and/or Levies	How much of the applicant's funding will come from fees or levies. i) Whether the fees are pre-existing or will be new or increased. • Provide additional information about the fees.
d) Canada Community-Building Fund (CCBF) Program	How much of the applicant's funding will come from the CCBF program. i) Whether an application has been submitted to that program and a project number provided.

	ii) If the project has been approved.
e) Other Government Programs	How much of the applicant's funding will come from other government programs. i) Provide the program name, amount and whether that funding is secured or not. If not already secured, indicate how and when you expect funding to be secured.
f) Partners	How much of the applicant's funding will come from partners. i) You must indicate their name, level of involvement in the project, financial contribution and whether a formal agreement is already in place. ii) Whether they will be responsible for construction or other structural work. iii) Whether the funding has been secured. • If not already secured, indicate how and when you expect funding to be secured.
g) Other	How much of the applicant's funding will come from other sources. i) You must indicate the funding name or source, the amount and whether that funding is secured or not. If not already secured, indicate how and when you expect funding to be secured.

L. Land Acquisition for Natural Infrastructure Components (Capital Only)

Natural infrastructure is the interconnected set of natural and constructed ecological systems, green spaces and other landscape features that deliver ecosystem services, as well as hybrid/grey-green infrastructure that combines engineered and natural features to mimic ecosystem services (for example, naturalized stormwater management ponds, wetlands, restored flood plains, rain gardens, permeable land cover, infiltration basins, bioswales, vegetated filter strip, riparian buffers, infiltration trenches).

28. If the proposed project involves the purchase of private land for a natural infrastructure component and the applicant intends to claim the purchase as an eligible cost, complete the questions in this section.

- a) Identify if private land acquisition will be a component of the proposed project.
 - i) If yes, indicate if it will be the sole project component. Private land acquisition for the development of natural infrastructure could be an eligible expenditure where it is not the sole project component. Note: Costs associated with any buildings or non-natural structures affixed to the land being acquired and the relocation of entire communities or properties are ineligible under CHIF.
- b) Provide a projected date to secure private land.
- c) State the cost (\$) of acquiring the private land.
- d) State if the land will be acquired at an amount at or below fair market value.
- e) Provide justification as to why the acquisition of land is necessary for the successful implementation of the project.
- f) Please provide a description of how the private land will be used as natural infrastructure.
- g) Please describe the legal mechanisms or terms put in place to protect the land from any use other than natural infrastructure during the asset disposal period (40 years for any asset that is land). Note that the land must be protected by a provincial or municipal government, or by an Indigenous ultimate recipient, as defined in the **CHIF Program Guide – Saskatchewan**.

If land acquisition is a component of the proposed project, applicants must submit the following information after project approval:

- A justification, acceptable to Saskatchewan and Canada, for the need to acquire land as an integral aspect of the project under CHIF.
- A demonstration of how the land will be used as natural infrastructure.
- A demonstration of how the land will remain protected in perpetuity (defined as 40 years).
- An attestation that the price is at or below, fair market value.

M. Housing – Only Applies to Municipalities with a Population Over 30,000

29. Municipalities with a population of more than 30,000 (as per the [2021 Census of Population](#)) must indicate if they have implemented or are in the process of implementing four units as-of-right (4AOR) zoning. Four units as-of-right means housing developments up to four units would not be required to seek official plan amendments and re-zoning applications to proceed.

While municipalities in the process of implementing zoning changes are eligible to apply, projects will not receive funding until applicable zoning requirements are in place.

Note

The following applicants are not subject to housing conditions and may not see some of the housing-related questions:

- Rural municipalities whose population is 30,000 or under (as per the [2021 Census of Population](#))
- Indigenous applicants (per the definition found in the CHIF Program Guide – Saskatchewan)
- Not-for-profit organizations
- Private sector for-profit bodies if they are working in collaboration with an eligible public sector entity or with an eligible Indigenous applicant

If yes,

- a) Use the text box provided to elaborate on how the municipality has implemented or is implementing required zoning changes. If in process, please indicate the steps taken to date and the expected date for when the 4AOR zoning change will be implemented.

You may also note in the textbox:

- Other existing regulations and standards which need to be adjusted to ensure they do not limit the application of 4AOR (e.g. parking and set-back requirements).
- Challenges or barriers faced towards implementation.
- Any local exemptions for how the 4AOR zoning requirement are being applied, which may include:
 - Exempting areas that are outside of designated urban growth and development boundaries.
 - Exempting designated areas where development is limited and/or restricted for environmental reasons (e.g. riparian zone, wetlands).
 - Exempting designated parklands or green corridors.
 - Exempting designated agricultural lands.
 - Clarifying that four units as-of-right permissions are aligned with Part 9 of the building code, i.e. limited to three storey developments.
 - Restricting the zoning requirement to only municipally serviced lots.
 - Considerations for lot-specific characteristics (small lots, irregular lots, slope, large lots).
 - Considerations for designated heritage buildings or areas within a municipality.

Exemptions must be reasonable and should not significantly limit the impact and applicability of 4AOR zoning to maximize density and supply. Exemptions will be reviewed by Saskatchewan and HICC to ensure compliance with this housing condition.

If no,

- a) You must acknowledge that municipalities must legalize more housing options by adopting zoning that allows 4AOR in order to be eligible for funding. The focus on 4AOR is intended to end exclusionary zoning in low-density (single-detached) neighborhoods where it is feasible to do so.

Important

If applicants are unsure if housing requirements apply to their projects or if CHIF will consider them met, reach out to the Ministry of Government Relations at infra@gov.sk.ca or 306-787-1262 before continuing with an application.

N. Housing and Infrastructure Needs

Eligibility Questions

The questions in this section will be used to assess the eligibility of the proposed project. For a project to be eligible, applicants must demonstrate in their application that there is a need for housing where the project is located or that population growth is expected in the community in which the project is located.

Indigenous, northern and rural applicants only – Housing need and eligibility

Indigenous and northern communities and rural municipalities with a population of less than 30,000 that do not have a housing need are still eligible for funding under CHIF, provided that they have an identified need for drinking water, wastewater, stormwater or solid waste infrastructure that would preserve existing capacity or increase a system's reliability.

An “infrastructure need” may be demonstrated by explaining the community’s experience with one or more of the following:

- Lack of access to adequate drinking water or a lack of infrastructure services related to wastewater, stormwater or solid waste to support the current or future population.

A project may address the community’s housing or infrastructure needs by the following:

- Increasing infrastructure-related system capacity or efficiency to enable new housing supply.
- Ensuring members of the community have reliable access to infrastructures services (i.e. drinking water, wastewater, stormwater or solid waste systems).

For more information and examples of eligible projects for Indigenous, northern and rural applicants, please see the **CHIF Program Guide – Saskatchewan**.

Application Form Question	Step-by-Step Guidance
30. Is there a housing need in the community where the project will take place? If no, a) Explain other ways in which the project will preserve existing capacity or increase reliability and access? If yes, a) Provide further information on the community's housing needs. This may involve referring to the following: • Availability of housing supply versus demand • Proportion of population living in Core Housing Need (i.e. lack of affordable, adequate and suitable housing supply) • Recent trends in rental vacancy rates • Growth in prices/rents due to increased demand • The number of additional units required to support near-term population growth • Age of current housing stock If your community has already completed a Housing Needs Assessment (HNA), you may reference this and include it with your submission.	Yes or no. Explain how the project will assist existing housing by preserving capacity, increasing reliability or increasing access. For applicants responding yes to this question, describe the nature of the housing need in the community where the project will take place. Indigenous, northern and rural applicants only: If your community does not have a housing need, please describe how the proposed project meets an eligible infrastructure need that supports the current population. CHIF defines "housing need" as the amount and types of housing needed to support a community's existing population and anticipated future growth. This can be substantiated through evidence-based sources such as Housing Needs Assessments (HNAs) or through other local housing data. For example, this may be demonstrated by information regarding core housing needs, the availability of housing supply versus demand and new housing units required to support a growing population. While a completed HNA is not a mandatory

If yes, b) Will the proposed project help address the community's housing need identified above? i) If yes, please describe how the project will enable an increase or improvement in the community's housing supply. This may include referring to how the project will reduce barriers to growth.	requirement for CHIF, information from one can support the determination of a community's housing needs, which could strengthen an application. HNAs help communities gather housing data to guide decisions on the type and location of housing to build, as well as the infrastructure needed to support community growth. For communities that have not yet completed an HNA, you can find the template and guidance here: HNA template and guidance. Communities without HNAs can also reference other local housing data, such as community plans, housing reports, affordable housing wait lists and the Housing Needs Assessment Tool (from the Housing Assessment Resource Tools group at the University of British Columbia) to gather information on core housing need, housing projections, renters-versus-owners data, and more for their community. Yes or no. Explain how the proposed project will help enable increased housing supply and remove barriers to growth.
31. Is there expected population growth (including interregional migration, interprovincial migration, international migration) in the community where the project will take place? a) If yes, provide estimates and any	Yes or no. Provide any data you have on expected population

additional information about the expected population growth.	growth, including projection(s) by year.
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Housing Needs

This section of the application seeks to determine the housing needs of the community where the proposed project is located and the impact of the proposed project on enabling increased housing supply, promoting densification and supporting affordable housing.

Indigenous, northern and rural applicants only – Housing need and eligibility
In assessing projects led by an Indigenous, northern or rural applicant, Saskatchewan and HICC will consider the unique circumstances, jurisdictional considerations and differing priorities of these communities. For questions that may not apply to the proposed project, selecting “unknown” in the application form is acceptable; however, where requested information is available, please provide relevant details.

Number of housing units supported

Application Form Question	Step-by-Step Guidance
32. Existing units/housing stock: Indicate the number of existing housing units served by the asset(s) at the time of submission.	Select the statement that best applies to the project. If the project proposes the expansion or rehabilitation of an existing asset, select “project serves existing housing units” and then indicate the current <u>number of existing housing units served by the asset at the time of application</u>. Example: If the project relates to a wastewater treatment facility (WWTF) and the WWTF serves 100,000 housing units at the time of application, enter 100,000 units.

33. Housing units supported without CHIF investment: Indicate the number of additional housing units that could be supported by the assets' remaining capacity without the proposed project.	Select the statement that best applies to the project. If the number of additional housing units that could be supported by the asset's remaining capacity is known, indicate the number of additional housing units that could be served <u>without the proposed project</u>. • Example: If the WWTP can serve 110,000 housing units in total and is currently serving 100,000 units, the number of additional units that can be served by the asset's remaining capacity would be 10,000 units. • Calculation: total capacity (110,000) - existing housing units served by the asset (100,000) = 10,000 units.
34. Housing units supported with CHIF investment: Indicate the number of additional housing units that will be made possible by the proposed project. This number should only include the housing units enabled as a direct result of the project and should not include the number of housing units that can be supported by the assets' existing and remaining capacity identified in the questions above.	Select the statement that best applies to the project. • For Indigenous, northern or rural projects that are not intended to enable more housing, select "the number of additional housing units enabled is unknown." If the number of additional housing units enabled by the proposed project is known, indicate the number of <u>additional housing units enabled because of the increased capacity of the funded asset</u>. • Example: If the project will increase the number of housing units enabled by the WWTP from 110,000 to 150,000 units, enter 40,000 units.

Identified Housing Need – Housing Developments

Projects should identify if infrastructure investment would support the future development of known housing developments or known affordable housing developments which cannot proceed without an investment in drinking water, wastewater, stormwater or solid waste.

Affordable housing means a dwelling unit where the cost of shelter, including rent and utilities, is a maximum of 30 per cent of before-tax household income. Affordable housing may also be considered as social housing, community housing, cooperative housing, supportive housing, transitional housing and shelters.

Application Form Question	Step-by-Step Guidance
35. Does the project support a known housing development which cannot proceed without an investment in drinking water, wastewater, stormwater or solid waste? a) If yes, provide further details on the relationship between the project and the known housing development.	Select “yes” if the project would directly enable a known housing development. • A known housing development refers to a housing development application that has been initiated but is stuck in the planning process because current system capacity is a barrier to moving the development forward to the next stage. Select “no” if the project will not support affordable housing. Select “unknown” if the project may support affordable housing; however, specific plans with intent to construct these have not yet been identified. This may include a description of the known housing development (including number of housing units), refer to the current status of a known housing development, an explanation of current barriers to approving the known housing development and a description of how the project will enable the known housing development to move forward. Differentiate between known housing development and known affordable housing development in your answer.

36. Will the proposed project support a known <u>affordable</u> housing development? a) If yes, provide further details on the relationship between the project and the known housing development. b) If yes, provide the current and future estimated affordable housing units that will be enabled by the project.	Select “yes” if the project would directly enable a known <u>affordable</u> housing development. • A known affordable housing development refers to an affordable housing development application that has been initiated but is stuck in the planning process because current system capacity is a barrier to moving the development forward to the next stage. Select “no” if the project will not support affordable housing. Select “unknown” if the project may support affordable housing; however, specific plans with intent to construct these have not yet been identified. This may include a description of the known affordable housing development (including number of housing units), referring to the current status of a known affordable housing development, an explanation of current barriers to approving the known affordable housing development and a description of how the project will enable the known affordable housing development to move forward. Please differentiate between known housing development and known affordable housing development in your answer. Enter the current number of affordable housing units that already exist in the community where the project will take place. Enter “0” if this number is not known. This is a baseline measurement to understand the current situation within the community. Indicate the estimated number of affordable housing units that would be enabled as a direct result of the project. The value should only reflect additional units – do not include existing units in the total. This may be a best estimate but should be supported by reliable data on known affordable development
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	opportunities that could reasonably be expected to go forward upon project completion. Projects that support housing developments that are not solely affordable but are expected to include a fixed number of affordable housing units once completed should also be included as per the example below. • Example: Community X has a mixed-use, 1,000 housing unit development consisting of 20 per cent affordable units (200 units) that cannot proceed to be built due to the community's wastewater facility currently operating at 100 per cent capacity. Since the development includes 200 affordable housing units, a proposed project increasing wastewater capacity in the municipality which would allow the development to proceed is considered as unblocking barriers to an affordable housing development. In the case the applicant would select "yes" and indicate "200 units" enabled.
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O. Other Federal Requirements

Identifying Communities Served

Underserved communities and equity-deserving groups experience infrastructure gaps and barriers that impact on their quality of life, such as inadequate access to reliable drinking water or housing.

37. Indicate which, if any, underserved communities or equity-deserving groups will benefit from the project. Multiple options can be selected.

- a) If applicable, use the open text field provided to describe how the project will benefit selected groups. Applicants should consider the following when assessing how underserved communities or equity-deserving groups will benefit from the project (see definitions for these and related terms in [Annex A: Glossary of Terms](#)):
 - How the project will support or respond to the infrastructure and housing needs of underserved communities or equity-deserving groups.
 - How underserved communities or equity-deserving groups were consulted, and the processes in place to ensure their participation.
 - Information on how feedback provided by underserved communities or equity-

deserving groups has informed the development of the project.

- Potential barriers for underserved communities or equity-deserving groups related to or caused by the project and any actions that will be taken to mitigate barriers.
- If there are any limitations to collecting data on selected underserved communities or equity-deserving groups, and how these might be mitigated to assess impacts.

Applicants may use the [Canadian Index of Multiple Deprivation \(CIMD\)](#) or similar data sources to support the determination of underserved areas. Note: Information may not be available for the territories or Indigenous communities.

Climate Resilience (Capital Only)

Public infrastructure needs to deliver services to Canadians both now and under a changing climate. As a result, HICC has established climate resilience requirements for CHIF to support climate-resilient communities in alignment with the National Adaptation Strategy (2023).

Further information on climate resilience requirements can be found in the **CHIF Program Guide – Saskatchewan** and the Climate Fact Sheet [Annex E](#).

Climate resilience requirements focus on identifying climate hazards over the asset’s lifespan and then mitigating those hazards through proper planning, siting, design, operation and maintenance. In responding to questions in this section, it may be helpful to gather and consider the following information:

- Asset details, such as the current age and expected lifespan, current condition, system components and dependencies and construction materials used
- Climate hazards that have previously impacted the project site
- Historic, current or future climate data for the area
- Possible ways to reduce hazard risks through planning, siting, design and within operation and maintenance practices

Climate risk assessments

CHIF does not require the completion of a climate risk assessment. However, there is significant value in conducting such assessments and they are an eligible project expense. These assessments provide specialized analyses of local context and conditions, stakeholder and rightsholder engagement, an understanding of vulnerable infrastructure components and sub-components, direction for suitable adaptation measures, connections within operations and maintenance plans and more. Therefore, it is recommended, particularly for significant, critical and highly vulnerable assets, to conduct comprehensive climate risk assessments.

They can also serve to answer the application questions and future reporting requirements. **If a climate risk or vulnerability assessment for the project is available, it is recommended that it be included with the application.**

Climate Hazard Identification (Capital Only)

In this section, identify if the project location could be impacted by any of the four indicated climate hazards (i.e. flood, wildfire, extreme heat, and permafrost thaw) within the lifespan of the asset. Please note applicants will need to report on the data sources used to make this determination in post-application reporting.

Application Form Question	Step-by-Step Guidance
38. Is the project only for non-fixed assets or other eligible expenses unaffected by climate impacts?	Select “yes” if the project only includes non-fixed assets or other eligible expenses unaffected by climate impacts. Note that non-fixed assets are generally not eligible under CHIF although exceptions may apply where non-fixed assets are essential to the functioning of an eligible fixed asset or for Indigenous-led projects (e.g. water trucks, septic pumping trucks). CHIF climate resilience requirements are only applicable for fixed assets, meaning infrastructure permanently attached to land. If the project pertains to non-fixed assets only, continue to the asset identification section.
a) If no, confirm if the project site is currently, or may be in the future, subject to any of the four listed climate hazards during the asset's lifespan. • Flood (e.g. coastal, riverine or overland flooding): Could the project location be affected by flooding from heavy rain, rivers/ lakes overflow or coastal flooding over the asset's lifespan? • Wildfire: Could the project location be affected by wildfire due to	Select “yes” or “no” for each climate hazard that the project currently faces or may face in the future. See Annex A: Glossary of Terms for an explanation of each of the climate hazards and examples of how they may impact a project. For each hazard, future climate scenarios that consider the project's lifespan should be used. For example, if the project will be completed in 2025 and has an expected lifespan of 30 years, applicants should consult 2050 climate data projections. See Annex A for an explanation of using future climate scenarios. Use of any future climate scenario is acceptable

proximity to nearby vegetated areas AND projected wildfire-inducing weather conditions over the asset's lifespan? • Increased frequencies of extreme heat (i.e. heat waves): Using an established future climate scenario, such as SSP2-4.5, will the frequency of extreme heat days (e.g. days over 30°C) increase during the asset's lifespan compared to current conditions? • Permafrost thaw: Could the project location be affected by permafrost thaw during the asset's lifespan?	to complete the climate resilience requirements; however, it is recommended to use the precautionary principle and explore what hazards your asset may encounter under higher carbon emission scenarios. Possible data sources include but are not limited to, provincial or local hazard maps and reports or regional climate data hubs. See Annex D for examples of climate data sources that could support a determination of potential impact. For SSP2-4.5 data, see climatedata.ca.
b) Identify what best available climate data was used to assess the project's probability for applicable climate hazards. • Current or historic climate data • Future climate data	Select the category of climate data used to make the above determinations (both categories can be selected). See Annex A for definitions of these terms. For Indigenous knowledge, select "current or historic climate data."
c) What type of climate data was available for use in determining applicable climate hazards. • Federal websites, hazard maps, or reports (e.g. ClimateData.ca) • Provincial or territorial hazard maps or reports (e.g. provincial climate risk assessments) • Municipal or other local websites, hazard maps or reports (e.g. local climate risk assessments) • Indigenous Knowledge, websites, maps or reports	Select the types of data sources used to make the above determinations. Multiple sources can be selected.

• Regional climate data hubs or other organizational tools (e.g. not-for-profit, academic, etc.) • Other (specify if selected)	
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Climate Hazard Treatment

The purpose of this section is to ensure that there is a commitment to treat any identified climate hazards that may impact the project.

- d) If climate hazards were identified in the “Climate hazard identification” section above, applicants must attest that they will:
- Implement treatment measures (e.g. related to project location, design/build and/or planned operation) for climate hazards that pose a threat to the asset and report on these measures post-submission.
 - Use future climate design data (or the best available data) to inform their approach and report on the data used post-submission.

Committing to both measures is a requirement for a project to be further considered for selection. See [Annex A: Glossary of Terms](#) for information about future climate design data.

Attesting to the implementation of risk treatment measures for identified hazards demonstrates a commitment to incorporating them into design, construction, site selection and asset operations. These measures aim to reduce potential consequences for the asset. While applicants must tailor future adaptation measures to their projects, the appropriate hazard mitigation should be determined through professional judgment and consideration of project constraints. Infrastructure professionals including engineers, architects, planners and Indigenous knowledge holders, possess the expertise to assess the effectiveness of these risk treatment measures.

Possible climate resilience measures may also be found in the latest codes, standards and guidelines. See the [HICC website on Codes, standards and guidance for climate resilience](#) for more details.

These requirements may be updated in the future to ensure alignment with relevant, applicable federal policies and regulations.

Please note that hazard treatment measures will need to be identified during post-approval reporting prior to the first payment. Earlier selection of these measures serves to better inform project design and costing. Further details on what information will be required before first payment can be found within the Climate Fact Sheet [Annex E](#).

Greenhouse Gas Mitigation Measures (Capital Only)

Some infrastructure projects may make positive contributions toward greenhouse gas (GHG) emissions reductions (for example, by reducing methane emissions from wastewater or solid waste infrastructure). Actions to reduce GHG emissions support Canada's commitments in the 2030 Emissions Reduction Plan and to net-zero by 2050.

39. Please indicate whether any GHG emissions reduction measures will be implemented through the project (such as installation of solar panels, biogas recovery or use of low-carbon construction materials or design).

- a. Include a brief explanation of the measures. Applicants may be asked to describe the GHG mitigation measures taken as part of post-approval project reporting.

Support for GHG mitigation and meeting climate resilience requirements

Applicant support and guidance regarding CHIF GHG mitigation and climate resilience requirements is available through the Climate Toolkit for Housing and Infrastructure initiative. For detailed information on the assistance available, please visit the HICC website or contact the Climate Toolkit Helpdesk by: [webform](#); email: Climate-Infra-Climat@infc.gc.ca; or toll-free telephone: 1-833-834-0243.

P. Project Assets and Asset Characteristics

Asset Identification

In this section, select the project categories and assets that comprise proposed projects from various pre-determined categories and asset types.

Multiple project categories and asset types may be identified at a time. However, information must be entered separately for each asset included in the project. The following fields apply to all projects:

40. What category does the project target?

- a) Drinking water projects are those pertaining to a drinking water system, including collection, storage, treatment and distribution of drinking water (including for the purposes of fire suppression).
- b) Wastewater projects are projects that concern wastewater and sewer systems, including sanitary and combined sewers, collection, storage, pumping, all forms of treatment and outflow.
- c) Stormwater projects are those that concern stormwater systems that collect water from precipitation, including stormwater collection, transportation, treatment and outflow.
- d) Solid waste projects target solid waste collection, processing, sorting and disposal of solid waste.

- **Nature of the work:** Select the nature of the work for the project category that you are undertaking. Refer to the definitions in [Annex A](#) when determining if the work being undertaken on asset systems will be primarily related to **new construction, rehabilitation or expansion**. Where a combination of project works (new, rehabilitation or expansion) will be undertaken, select the category that best applies to the scope of the work on the system.
- **Asset type:** Select the asset type from the list that pops up below. Limit the selection of the “Other” category to instances in which the asset does not fit into one of the identified asset types. When selecting “Other,” be as precise as possible in describing the asset type. Doing so supports Saskatchewan in determining if the asset presented could be eligible under CHIF. If a project’s asset type is not listed under the asset fields, consider contacting Saskatchewan (infra@gov.sk.ca or 306-787-1262) to discuss the potential eligibility of the project before completing the rest of the application.
 - **Asset Sub-type:** This list only appears if a solid waste project has been identified.

Asset Characteristics

Next, complete the asset characteristics information that applies to the asset type(s) selected above.

Only questions relevant to the project category and asset type/sub-type will appear once those choices are made, so all must be answered. Consult the following guide to determine which questions apply to each asset system, and for instructions on how to complete each field based on the asset type.

The asset-specific guidance for this section is included in [Annex F: Asset characteristics](#). Click on the headings below to navigate to the sub-sections that apply to the asset type(s) of your project. The condition rating scale and units of measurement table are references that apply to all asset systems.

- [F.1 Drinking water](#)
- [F.2 Wastewater](#)
- [F.3 Stormwater](#)
- [F.4 Solid waste](#)
- [F.5 Condition rating scale](#)
- [F.6 Units of measurement table](#)

Q. Asset Specific Requirements (Capital Only)

In this section, applicants are asked to answer a few screening questions to identify if their project assets are subject to federal GHG mitigation requirements and must meet applicable operational

emission measures or low carbon construction material measures. If requirements apply to a project, applicants must commit to meeting the applicable implementation and reporting requirements for the project to be considered eligible; this becomes a condition of funding.

If project assets include mechanical wastewater treatment plants, applicable solid waste projects (including landfills, organic waste processing or thermal treatment) or anaerobic lagoons, the project may be subject to GHG mitigation reporting requirements. Additionally, projects that meet the threshold for low-carbon construction material requirements will need to commit to using low-carbon concrete and reporting on the GHG emissions from ready-mix concrete. Low-carbon concrete is defined as an average carbon footprint for all mixes used in the project being at least 10 per cent below the regional average.

Please respond with the best available information at the time of application. Saskatchewan and HICC will validate requirements based on information provided in the application. If GHG mitigation or [Buy Clean](#) requirements apply to the projects, successful applicants will be informed.

As applicable, projects will be required to describe any GHG emissions reduction or mitigation measures in post-project approval reporting. **If requirements apply to your project and you do not attest to meeting these conditions, your project will not be eligible.** Further information on GHG mitigation requirements can be found in the **CHIF Program Guide – Saskatchewan** and the Climate Fact Sheet [Annex E](#). Technical information on how to undertake a GHG assessment and on low-carbon concrete options and how to track GHG emissions from ready-mix concrete will be provided by HICC to successful applicants.

Application Form Question	Step-by-Step Guidance
Questions for: Mechanical Wastewater Treatment Plant b. Is the project over \$10 million in total eligible cost? - If yes, the applicant commits to submit a GHG assessment prior to first payment and, as applicable, implement measures to reduce greenhouse gas emissions (see CHIF Program Guide - Saskatchewan for details).	Yes or no. Please acknowledge this requirement.

Questions for: • Landfill (new, expansions, or gas management systems) • Organic waste processing (anaerobic digestion, composting) • Thermal treatment d) Does your project include any of the above listed assets? • If yes, the applicant commits to submit a GHG assessment, prior to first payment (see CHIF Program Guide - Saskatchewan for details).	Yes or no. Please acknowledge this requirement.
Questions for: • Anaerobic Lagoon Projects b) Does the project scope include an anaerobic lagoon? • If yes, the applicant commits to report on GHG emissions reductions measures, prior to first payment (see CHIF Program Guide – Saskatchewan for details).	Yes or no. Please acknowledge this requirement.

R. Low-Carbon Construction Material Measures (Capital Only)

In this section, applicants are asked to answer a few screening questions to identify if their project assets must meet applicable operational emission measures or low carbon construction material measures. If requirements apply to a project, applicants must commit to meeting the applicable implementation and reporting requirements for the project to be considered eligible; this becomes a condition of funding.

41. State whether the project has a total eligible cost of over \$10 million and is expected to use over 100 cubic metres (m³) of ready-mix concrete.

- Projects that meet the threshold for low-carbon construction material requirements will need to commit to using low-carbon concrete. Low-carbon concrete is defined as an average carbon footprint for all mixes used in the project being at least 10 per cent below the regional average.
- Projects that meet the threshold for low-carbon construction material requirements will need to commit to reporting on the GHG emissions from ready-mix concrete.

- c) If there is a reason that the project cannot meet the ready-mix concrete carbon emissions reduction requirement, please provide rationale. Answer N/A if you will be using ready-mix concrete.

Please respond with the best available information at the time of application. Saskatchewan and HICC will validate requirements based on information provided in the application. If GHG mitigation or [Buy Clean](#) requirements apply to the projects, successful applicants will be informed.

As applicable, projects will be required to describe any GHG emissions reduction or mitigation measures in post-project approval reporting. Further information on GHG mitigation requirements can be found in the **CHIF Program Guide – Saskatchewan** and the Climate Fact Sheet [Annex E](#). Technical information on how to undertake a GHG assessment and on low-carbon concrete options and how to track GHG emissions from ready-mix concrete will be provided by Saskatchewan to successful applicants.

Will my project be required to use and report on the use of low-carbon concrete?

Only projects with total eligible costs over \$10 million and in municipalities with a population of 30,000 or more and that use more than 100 cubic metres (m³) of ready-mix concrete will be required to use low-carbon ready-mix concrete (defined above) and report on ready-mix concrete emissions.

S. Project Risk

42. Identify all relevant risks that may impact the successful completion or forecasted end date of the project and provide mitigation measure(s) or a risk response. Select as many risks as you think may apply to your project. You can always check “Other” and describe the risk and mitigation measure. If no risks are identified under a specific category, then check that box. Some risk types to consider include:

- a) Project complexity
 - Remote geographical location
 - Unpredictable weather
 - Innovative project/technologies – including the use of specialized technology or equipment that is new/unfamiliar to the applicant or industry
 - You must also answer a supplementary question here and describe your experience using specialized technology or equipment and identify any relevant risks associated with this technology or equipment.
 - Technical nature of the project
 - Interdependencies between phases
- b) Project readiness

- Project site has not been finalized
 - Land hasn't been acquired
 - Potential issues with permits or authorizations (federal, provincial or municipal)
 - Industry supply may not be able to meet demand
 - Non-federal sources of funding are not secured for the entire project cost
- c) Public sensitivity
- The project has received positive attention.
 - The project has received negative attention.
 - Certain stakeholders have been vocal about the project.
- d) Applicant risk
- The applicant does not have experience with this type of project.
 - The applicant has low capacity in one or more areas: technical expertise, human resources, reporting, delivery of past projects, etc.

43. Indicate if any of the identified risk(s) could impact the successful completion or forecasted end date of the project.

- a) If yes, describe how the identified risk(s) could impact the successful completion or forecasted end date of the project and list which risk(s) may apply.

44. Indicate if any of the identified risk(s) could increase the costs (i.e. cost overrun) of the project.

- a) If yes, describe how the identified risk(s) could increase the costs of the project and list which risk(s) may apply.

T. Asset Types and Activities

Review the list of asset types and activities below and select all that apply to the project. If the project includes elements not described, check the box for "Project Activities Not Described Above" and include details in the text box. If you are unsure if the project is described by the asset types and activities listed below, please contact the Ministry of Government Relations at infra@gov.sk.ca or 306-787-1262.

If the project includes a Level 2 or Level 3 Asset Activity, the Environmental Assessment and Indigenous Consultation sections that follow must be completed. At the end of each level, indicate whether you have selected any activity from that level or not. You must select at least one asset type or activity option.

45. Select any Level 1 activities that apply to your project.

46. Select any Level 2 activities that apply to your project.

47. Select any Level 3 activities that apply to your project.

48. If your project does not include any of the activities in Levels 1-2, indicate this here and provide details of your project activities.

U. Environmental Assessment and Indigenous Consultation

If you selected any Level 2 or Level 3 Asset Activity, please complete the following Environmental Assessment and Indigenous Consultation Section.

Application Form Question	Step-by-Step Guidance
49. Detailed Activities Description	Describe the project components, associated work, undertakings/activities and schedule. When describing the project components and activities (e.g. clearing, demolition of existing works, excavation or drilling, dredging, decommissioning, etc.), provide a description of the environment where this work is taking place. For example, are the works and related undertakings taking place on developed land (e.g. deforested, built-up or agricultural land), or land that is forested, vegetated or undeveloped? It is important to describe any work taking place near water and to indicate who owns and controls the land that will be affected by the project. Clearly indicate the size of the project (e.g. new construction, expansions) and project activities (e.g. area to be cleared) in square metres (m²). You can upload any documents supporting land ownership or control (not applicable on reserve) at the end of the application.
50. Is the project located on federal lands (includes Indian Reserve Lands)? a) For projects on federal lands, specify the landowner/administrator. Check all that apply.	Yes, no or unknown. - Indian Reserve Lands administered by Indigenous Services Canada (ISC) under the Indian Act - Indian Reserve Lands managed under a land code - National Park or Protected Area – Parks Canada - Federal Agricultural lands – Agriculture and Agri-

	Food Canada • Federal Custodian – Public Services and Procurement Canada (PSPC) • Federal Port Lands – Federal Port Authority • Federal Airport Lands – Airport Authority • Other Federal Lands Administrator • If Other, please specify
51. Will the project impact migratory birds or their nests - within the meaning of paragraph 2(1) of the Migratory Birds Convention Act, 1994?	Yes, no or unknown. Migratory bird means a migratory bird referred to in the Convention and includes the sperm, eggs, embryos, tissue cultures and parts of the bird. Convention Wording: 1. Migratory Game Birds: (a) Anatidae or waterfowl, including brant, wild ducks, geese and swans (b) Gruidae or cranes, including little brown, sandhill and whooping cranes (c) Rallidae or rails, including coots, gallinules and sora and other rails (d) Limicolae or shorebirds, including avocets, curlew, dowitchers, godwits, knots, oyster catchers, phalaropes, plovers, sandpipers, snipe, stilts, surf birds, turnstones, willet, woodcock and yellowlegs (e) Columbidae or pigeons, including doves and wild pigeons 2. Migratory Insectivorous Birds: Bobolinks, catbirds, chickadees, cuckoos, flickers, flycatchers, grosbeaks, hummingbirds, kinglets, martins, meadowlarks, nighthawks or bull bats, nuthatches, orioles, robins, shrikes, swallows, swifts, tanagers, titmice, thrushes, vireos, warblers, waxwings, whippoorwills, woodpeckers, and wrens and all other perching birds which feed entirely or chiefly on insects. 3. Other Migratory Nongame Birds: Auks, auklets, bitterns, fulmars, gannets, grebes, guillemots, gulls,

	herons, jaegers, loons, murres, petrels, puffins, shearwaters, and terns Nest means the nest of a migratory bird and includes parts of the nest.
52. Does the project involve works in or near water (within 15 m)? If yes, check all that apply.	Yes, no or unknown. • Within 15m (metres) of a waterbody • In water • In a wetland • Over/under water • That could cause impacts to water • The temporary or permanent placement of fill within a waterbody
53. Is the project on undeveloped or undisturbed land?	Yes, no or unknown.
54. Does the project require vegetation clearing (removal of vegetation that has not previously been cleared)? a) If yes, what is the size of the area to be cleared of vegetation (in m²)?	Yes, no or unknown. How much vegetation must be cleared for the project, in square metres (m²).
55. Does the project involve excavation? a) If yes, what is the size of area to be excavated (in m²)?	Yes, no or unknown. How large is the area that must be excavated for the project, in square metres (m²).
56. Does the project involve the disturbance of known or suspected subsurface contamination?	Yes, no or unknown.
57. Will the project involve the removal of or cause damage to	Yes, no or unknown.

any structure or resource of known historical, archaeological, paleontological or architectural significance?	
58. Are there any archaeological resources identified within 250 m of the project area?	Yes, no or unknown. Upload relevant archaeological reports in Word, Excel or PDF format at the end of the survey.
59. Will the project cause a change to wildlife species, or residences or critical habitats of wildlife species as defined in subsection 2(1) of the Species at Risk Act that are listed in Schedule 1 of that Act?	Yes, no or unknown. Wildlife species means a species, subspecies, variety or geographically or genetically distinct population of animal, plant or other organism, other than a bacterium or virus, that is wild by nature and: (a) is native to Canada; or (b) has extended its range into Canada without human intervention and has been present in Canada for at least 50 years. Residence means a dwelling-place, such as a den, nest or other similar area or place, that is occupied or habitually occupied by one or more individuals during all or part of their life cycles, including breeding, rearing, staging, wintering, feeding or hibernating. Critical habitat means the habitat that is necessary for the survival or recovery of a listed wildlife species and that is identified as the species' critical habitat in the recovery strategy or in an action plan for the species. Habitat means: (a) in respect of aquatic species, spawning grounds and nursery, rearing, food supply, migration and any other areas on which aquatic species depend directly or indirectly in order to carry out their life processes, or areas where aquatic species formerly occurred and have the potential to be reintroduced; and (b) in respect of other wildlife species, the area or type

	of site where an individual or wildlife species naturally occurs or depends on directly or indirectly in order to carry out its life processes or formerly occurred and has the potential to be reintroduced. See Schedule 1 of the Act for a list of wildlife species at risk.
60. Is your project within 10 km of a former Indian Residential School site?	Yes, no or unknown.
61. Will the project include any of the following nature of work? • Rehabilitation/retrofit • Expansion of existing infrastructure • New construction	a) If expansion or new construction is included, what is the size of the expansion or new construction project area in square metres (m²)?
62. Were any Indigenous communities engaged for this project? a) If yes, which Indigenous communities were engaged for this project? List all communities. a) If “No” or “Unknown” is selected, why was there no engagement with Indigenous communities? Provide rationale that explains why.	Yes, no or unknown. If yes, list all Indigenous communities who were engaged for the project. Upload any applicable supporting document(s) related to Indigenous engagement at the end of the application. If no or unknown, explain why there was no engagement with Indigenous communities regarding the project.
63. Have concerns been raised by Indigenous communities? a) If yes, does the applicant attest	Yes, no or unknown. Yes, no or unknown.

that all concerns were addressed? i) If yes, how were the concerns addressed?	Explain how the concerns raised by Indigenous communities regarding the project were addressed.
64. Is an environmental site assessment available/being undertaken for the project?	Yes, no or unknown. Upload any environmental site assessment reports related to the project at the end of the application.
65. Has the project been assessed by the Impact Assessment Agency of Canada to determine if there is a Federal Impact Assessment requirement?	Yes, no or unknown. If yes, upload the response from the Impact Assessment Agency of Canada explaining their review at the end of the application.
66. Are you aware of any Impact Assessment Act (IAA) requirements that would apply to the project (e.g. if the project is taking place on federal lands with s.82 requirements)?	Yes, no or unknown. <u>Project carried out on federal lands - s.82</u> An authority must not carry out a project on federal lands, exercise any power or perform any duty or function conferred on it under any Act of Parliament other than this Act that could permit a project to be carried out, in whole or in part, on federal lands or provide financial assistance to any person for the purpose of enabling that project to be carried out, in whole or in part, on federal lands, unless: (a) the authority determines that the carrying out of the project is not likely to cause significant adverse environmental effects; or (b) the authority determines that the carrying out of the project is likely to cause significant adverse environmental effects and the Governor in Council decides, under subsection 90(3), that those effects are justified in the circumstances.

V. Upload of Documents

The size of each document should not exceed 45 MB. Only the following file formats are accepted: png, gif, jpg, jpeg, doc, xls, docx, xlsx, pdf or txt. Documents must be clearly labeled using the following naming format: YYYYMMDD_ApplicantName_FileName. The following documents are required for the application to be considered complete:

- Site plan/map (required in KML format)
- Attestation by designated official found at the end of the online application
- Detailed cost estimate
- Council/board/band council resolution that the applicant is in support of the CHIF grant application.

Other [supporting documents](#) as listed at the beginning of the guide should be uploaded at this time as well, if applicable. Any additional documentation that you deem relevant to your application, but not listed above, may also be included at this time.

W. Attestation/Declaration

Once applicants have confirmed that all sections of the application form are complete, saved and validated, they are required to complete an attestation before the application can be submitted. For your application to be eligible, an official representative who has the capacity and the authority to submit project proposals and enter into contracts and agreements on behalf of your organization must complete this section of the form. By doing so, you are attesting to the following three points:

- I have the capacity and the authority to submit this application for funding on behalf of the applicant organization.
- I certify and warrant on behalf of the organization and in my personal capacity that the information provided in this application for funding and any supporting documentation is true, accurate and complete.
- I have read the **CHIF Program Guide – Saskatchewan** and understand the program's requirements.

Once an applicant completes the attestation, enters their title/position, the date, their name and electronically signs the form, they can click next to see a summary of the application. It is important to ensure that the application is final and complete before hitting “Submit,” as once an application is submitted, no further changes can be made. A copy of your completed application will be emailed to the primary contact once it has been submitted.

X. Additional Information

What to expect after applying for funding

Applications for the initial, targeted intake for CHIF Saskatchewan **will be accepted until 12:00 p.m. CST on November 28, 2025**. Saskatchewan anticipates providing applicants with an update on the status of their CHIF application within eight weeks of the application deadline.

What to do if applicants have questions about their funding applications?

For questions about applying to the Canada Housing and Infrastructure Fund (CHIF) that were not answered by these instructions, please contact the Ministry of Government Relations' Municipal Infrastructure and Finance Branch at infra@gov.sk.ca or 306-787-1262.

Annex A: Glossary of Terms

Acronyms

4AOR – Four Units As-Of-Right
ATRIS – Aboriginal and Treaty Rights Information System
CHIF – Canada Housing Infrastructure Fund
GHG – Greenhouse Gases
HICC – Housing, Infrastructure and Communities Canada
HNA – Housing Needs Assessment
IAA – Impact Assessment Act
KML – Keyhole Markup Language
RCP – Representative Concentration Pathways
SSP – Shared Socioeconomic Pathways
WSER – Wastewater Systems Effluent Regulations

Definitions

Affordable housing: For the purposes of CHIF, affordable housing refers to a dwelling unit where the cost of shelter, including rent and utilities, is a maximum of 30 per cent of before-tax household income; where the household income is defined as 80 per cent or less of the Area Median Household Income (AMHI) for the metropolitan area or rural region of the applicant.

Asset: Physical infrastructure that is necessary to support and deliver public services. This may also include natural infrastructure.

Climate hazards: A hazard is a physical event or trend that may cause negative consequences such as loss of life, injury, damage or destruction of property, infrastructure and livelihoods, environmental damage and more. Two types of climate hazards must be considered when designing climate resilient infrastructure – **extreme events** and **slow-onset events**. Extreme events happen over a short, specific time frame and can cause sudden impacts. Examples are floods, wildfires and heat waves. Slow-onset events, such as permafrost thaw, happen gradually over time and can result in impacts that, while not sudden, can be significant. The four climate hazards that **must** be examined for the CHIF application are flood, wildfire, extreme heat and permafrost thaw. See explanations below.

- **Flood:** Flooding is the most common natural disaster in Canada and the effects can be devastating, both to the structure and the function of the asset. Water distribution systems are at risk as water treatment plants are often next to rivers. Direct impacts to the infrastructure include damage to the property and equipment as well as pipework contamination while indirect impacts include service disruption affect populations possibly far removed from the flooding event. There are three types of flooding that may threaten your asset.

- a) **Coastal flooding:** Often a result of coastal surge or storm surge, coastal flooding happens when extreme winds from hurricanes or storms push water onshore. The frequency of coastal flooding is expected to increase due to local sea level rise. It is the leading cause of flooding in many coastal areas and the leading threat associated with extreme storms in coastal environments.
- b) **Riverine flooding (fluvial flooding):** This happens when a river or lake exceeds the capacity of the channel commonly due to significant rainfall. Floodplains are expanding because of more extreme rainfall events putting more people at risk in Canada.
- c) **Overland flooding (inland or pluvial flooding):** This happens when a large amount of rain falls in a short period of time and has nowhere to go due to impermeable surfaces or inefficient stormwater capacity. Therefore, this is common in urban areas where there is less vegetation that can soak up the rainwater.

Note: Coastal flooding, riverine flooding and overland flooding may interact with other hazards (e.g. severe storms, snowmelt runoff or spring melts) and cause additional, combined consequences.

- **Increased frequencies of extreme heat (i.e. heat waves):** Extreme heat refers to summer temperatures that are much hotter or more humid than usual. In Canada, temperatures above 30°C are usually considered extreme heat but this can vary by location dependent on what is considered average for that location at that time of year. Extreme heat can worsen the urban heat island effect, whereby temperatures are higher in cities due to pavement, buildings and other hard surfaces that absorb and retain heat. This leads to more air conditioning demand meaning higher electricity use and possible power outages. Extreme heat can also damage roads, rail tracks, bridges and power cables for trains and streetcars, and can cause material stress which, over time, can negatively impact the strength and durability of materials that comprise our built environment. It is up to the applicant's discretion to determine what constitutes “extreme heat” in their area.
- **Permafrost thaw:** Permafrost is ground that is frozen for two or more years and can be composed of rock, gravel, sand, clay, silt or a mixture of these. Permafrost underlies about 40 per cent of Canada’s landmass. The top layer of permafrost is known as an “active layer,” which freezes and thaws every year. A permafrost thaw occurs when this frozen layer of soil starts to melt which turns previously solid ground into a mud slurry that is unable to support the structures and vegetation above it. Warming temperatures can cause this active layer to grow, making it difficult to refreeze, increasing ground instability and resulting in uneven ground if refreezing doesn’t occur. On roads, this can look like waves and dips in road infrastructure, potholes and cracks.

- **Wildfire:** Wildfires are unplanned and unwanted natural or human-caused fires that burn in vegetated areas; they can happen in forests, grasslands and even croplands. Factors that
- contribute to the likelihood of a wildfire occurring are proximity to a vegetated area and wildfire conditions such as hot, dry and windy weather. Impacts of wildfire include infrastructure damage (i.e. smoke damage, fire damage), road closure, contamination of water sources with ash, sediment and pollutants and risk to human health. There are also impacts post-wildfire, including elevated risk of soil erosion and landslides, which can pose further threats to infrastructure.

Climate data: Climate data consists of long-term observations and measurements, including temperature, rainfall and wind speed. Current climate data represents the most recent measurements while historic climate data identifies trends, patterns and changes in the climate over specific time periods using archived climate measurements. Using current or historical climate data helps identify the present climate conditions at the project site while future climate scenarios assess potential vulnerabilities in a changing climate.

Competitive contract: A contract awarded in connection with the solicitation of bids that is, a) giving public notice of a call for bids on a contract, or b) inviting bids on a proposed contract from specific suppliers (two or more) on a supplier's list. If a solicitation of bids results in a single bid and the contract is with the lone bidder, it is deemed to be a competitive contract. Inversely, if there was no solicitation of bids, it is considered a non-competitive contract.

Pre-existing, multi-year contracts or standing offers may be considered competitive if all apply:

- The original contract was tendered through the solicitation of bids.
- The contract contains an option to increase the length or expand the scope of the project.
- The contract option was signed after federal project funding approval was confirmed in writing.

Contingency: A reserve of funding that is set aside to cover any unexpected costs, risks and uncertainties related to a project.

Core housing need: A household is considered to be in core housing need if it meets the following two criteria:

- A household is below one or more of the adequacy, suitability, and housing affordability standards.
- d) **Adequacy** – Housing is considered adequate when it isn't in need of major repairs. Major repairs include defective plumbing or electrical wiring or structural repairs to walls, floors, or ceilings.

- e) **Suitability** – Housing is considered suitable when there are enough bedrooms for the size and make-up of resident households. This is according to [National Occupancy Standard](#) (NOS) requirements.
 - f) **Housing affordability** – Housing is considered to be affordable when housing costs less than 30 per cent of before-tax household income.
- The household would have to spend 30 per cent or more of its before-tax household income to access local housing that meets all three standards.

Cost overruns: Refers to a situation in which actual costs exceed the approved project budget.

Equity-deserving group: A group of people who, because of historical or systemic discrimination, face barriers that prevent them from having the same access to resources and opportunities that are available to other members of society and that are necessary for them to attain just socioeconomic outcomes. In Canada, this is generally considered to include women, Indigenous people, people with disabilities, people who are part of 2SLGBTQI+ communities, religious minority groups and racialized people. The types of equity-deserving groups may vary based on factors such as geography, sociocultural context or the presence of specific subpopulations.

Expansion: The process of increasing the capacity, size, scope or reach of an existing infrastructure project, systems or network to accommodate growing demands, population growth or evolving needs. It encompasses activities such as building new infrastructure components, extending existing networks and implementing scalable solutions to meet evolving provincial and federal requirements.

Four (4) units as-of-right (4AOR): A term that relates to allowing more housing options by adopting municipal zoning that allows four units as-of-right. Four units as-of-right zoning allows for more “missing middle” homes, including duplexes, triplexes, townhouses and other multi-unit apartment blocks.

Future climate scenarios: These scenarios developed by the Intergovernmental Panel on Climate Change (IPCC) project how the climate may change under different conditions. Two key types are Representative Concentration Pathways (RCPs) which estimate future climates based on potential greenhouse gas emissions and Shared Socioeconomic Pathways (SSPs), which consider social factors like economic growth and population that influence future emissions.

[ClimateData.ca](#) provides climate projections based on three scenarios:

- High carbon emission scenario (RCP8.5 or SSP5-8.5)
- Medium carbon emission scenario (RCP4.5 or SSP2-4.5)
- Low carbon emission scenario (RCP2.6 or SSP1-2.6)

Future climate design data: This data refers to environmental variables which are used by engineers, architects and other professionals to tailor infrastructure design plans. These variables can be found using the [Pacific Climate Impacts Consortium Design Value Explorer](#) tool or [Future Building Design Value Summaries](#).

Housing need: The amount and types of housing needed to support a community's existing population and anticipated future growth.

Housing Needs Assessment: A report informed by data and research that describes the current and future housing needs of a municipality or community (see the [Housing Needs Assessments](#) website for more information). It includes both:

- Quantitative research, such as analysis of economic data, population and household forecasts
- Qualitative research, such as interviews, policy analysis and stakeholder engagement

In-kind contributions: Non-monetary contributions of goods, services or other support provided by the applicant or to the applicant by a third party for the project for which fair value is assigned but for which no payment occurs.

Known affordable housing development: An affordable housing development application that has been initiated but is stuck in the planning process because current system capacity is a barrier to moving the development forward to the next stage.

Known housing development: A housing development application that has been initiated but is stuck in the planning process because current system capacity is a barrier to moving the development forward to the next stage.

Natural infrastructure: An interconnected set of natural and constructed ecological systems, green spaces and other landscape features that deliver ecosystem services as well as hybrid (grey-green) infrastructure which combines engineered and natural features to mimic ecosystem services. Examples include naturalized stormwater management ponds, wetlands, restored flood plains, rain gardens, permeable land cover and infiltration basins.

New construction: Construction of entirely new capital assets.

Options assessment: An analysis where you identify, compare and select the best possible approach to resolve an identified problem or opportunity.

Outcomes: The changes, benefits or impacts that result from the use or application of the outputs.

Outputs: The immediate, tangible results or deliverables of a project or activity.

Racialized groups or communities: A group of people categorized according to ethnic or racial characteristics and subjected to discrimination on that basis.

Regional project: A cooperative project that will be undertaken by and will benefit more than one municipality.

Rehabilitation: Any work undertaken on an existing asset that will encourage its continued use. Work on the existing asset ultimately must extend the life of or improve the quality, functionality or safety of the asset.

Rural: For the purposes of CHIF, the definition of a “rural” community is a community with a population of 30,000 or less regardless of its geographic location.

Sanitary forcemains: Forcemains are pipelines that convey wastewater under pressure from the discharge side of a pump or pneumatic ejector to a discharge point.

Sanitary sewer pipes: Sanitary sewer pipes can be underground pipes or tunnel systems that transport sewage from houses and commercial buildings to a sewage treatment plant or disposal.

Substantially complete: Substantially complete means that the project infrastructure can be used for its intended purpose (as described in the agreement between Saskatchewan and the funding recipient).

Total maximum design capacity: The highest level of demand (flowrate and/or storage capacity) that an asset system is designed to handle effectively and safely.

Underserved communities: Refers to communities that receive subpar services in many aspects, including in infrastructure and the built environment. They face barriers to and challenges in accessing and using resources due to geographic location, religion, sexual orientation, gender identity, race and ethnicity. Underserved populations usually encounter unique challenges (such as language, geographical and cultural barriers, physical or cognitive ability, etc.).

Waste: Refers to any material, non-hazardous or hazardous, that has no further use, and is managed at recycling, processing or disposal sites.

Annex B: Creating a KML file

Access Google Earth

You can use Google Earth to create a Keyhole Markup Language (KML) file to visualize and share geographic information about your project. Create your KML file using either Google Earth Web (requires a Google account), or Google Earth Pro for desktop (requires download and installation). The instructions for Google Earth Web are included below.

Review These Key Points Before Beginning

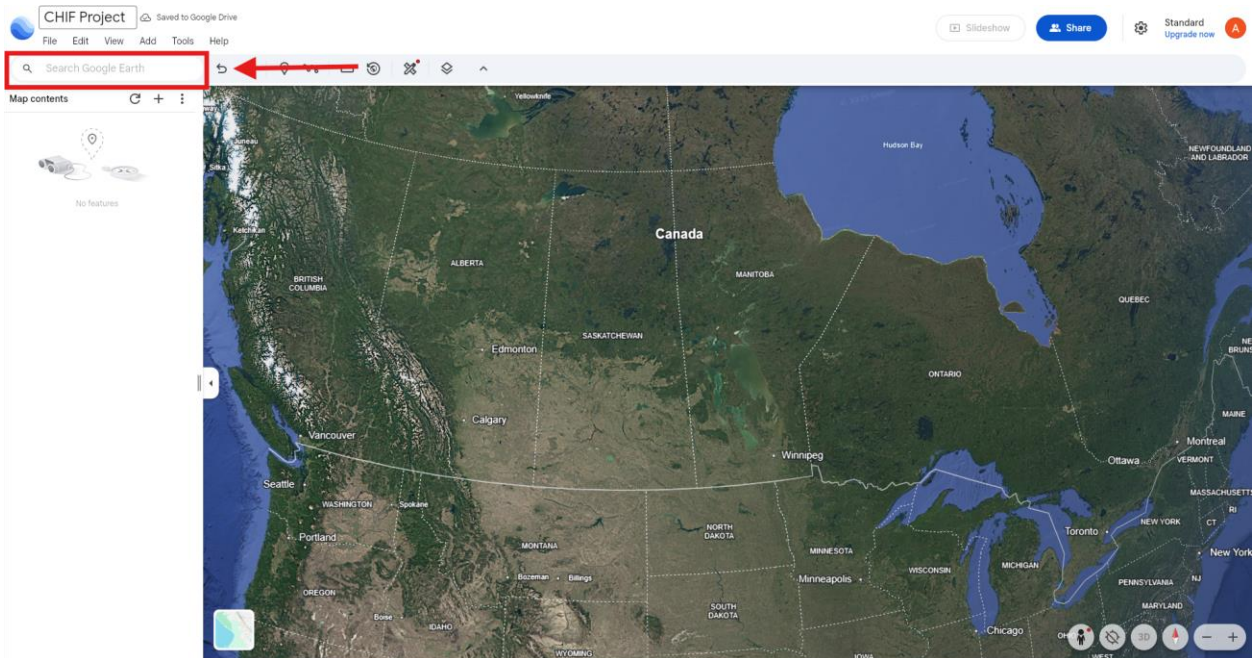
- The KML should provide an accurate and detailed representation of the project's location, size, components and works; placemarks or pins alone are insufficient.
- Use multiple line and/or polygon features for different project components. To differentiate components, give each feature a descriptive title.
- If the project includes multiple phases, identify each phase in the feature's title. If Saskatchewan and HICC only fund specific phases of the project, note that information in the feature's description.
- For most projects, all features should be submitted in a single KML file.

Geospatial Feature	Examples of Project Components
Line	• Roads • Railways • Sewer lines • Pipelines • Trails • Transmission lines
Polygon	• Building footprints • Sewer/wastewater lagoons • Vegetation cuts • Culverts/bridges

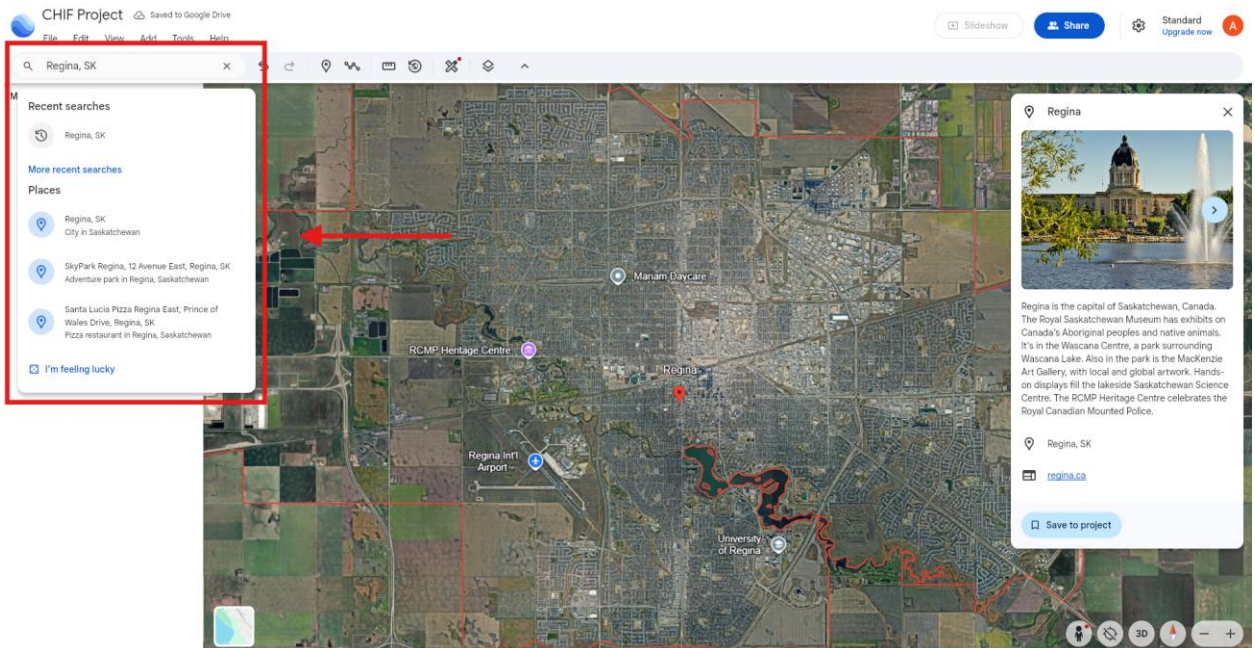
Here are the step-by-step instructions on how to create a KML file (.kml format) for your CHIF application.

1. Click on the following link to access online Google Earth services: <https://earth.google.com/web/>

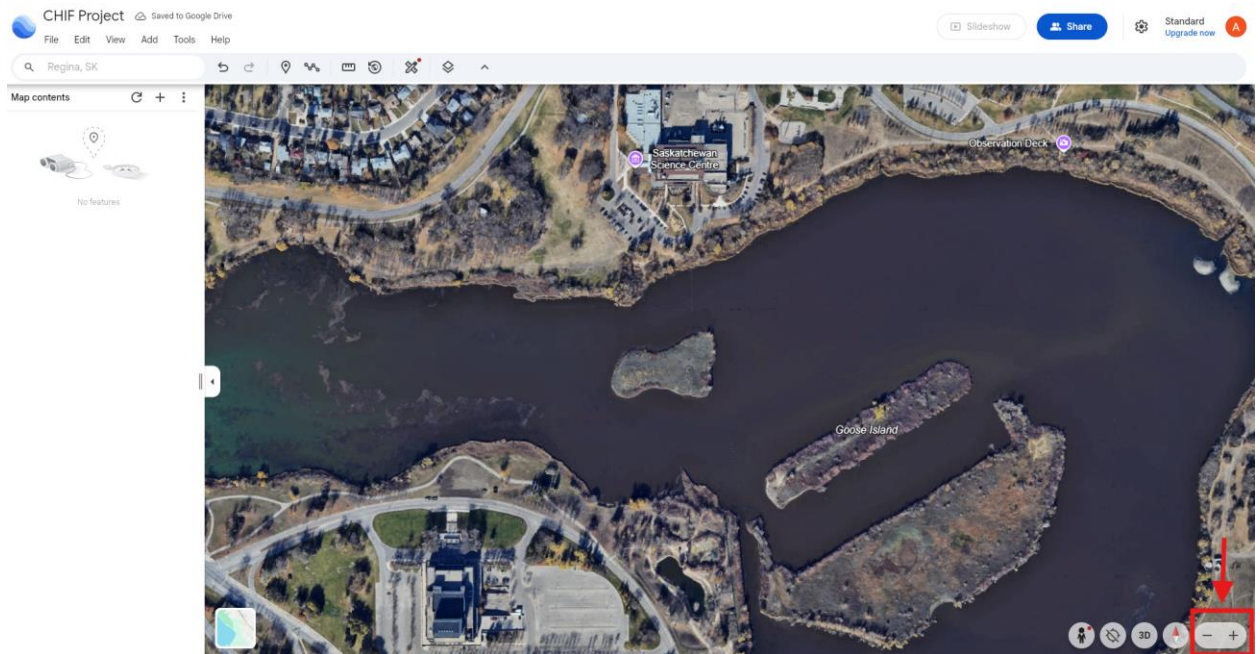
2. Click on the search button.



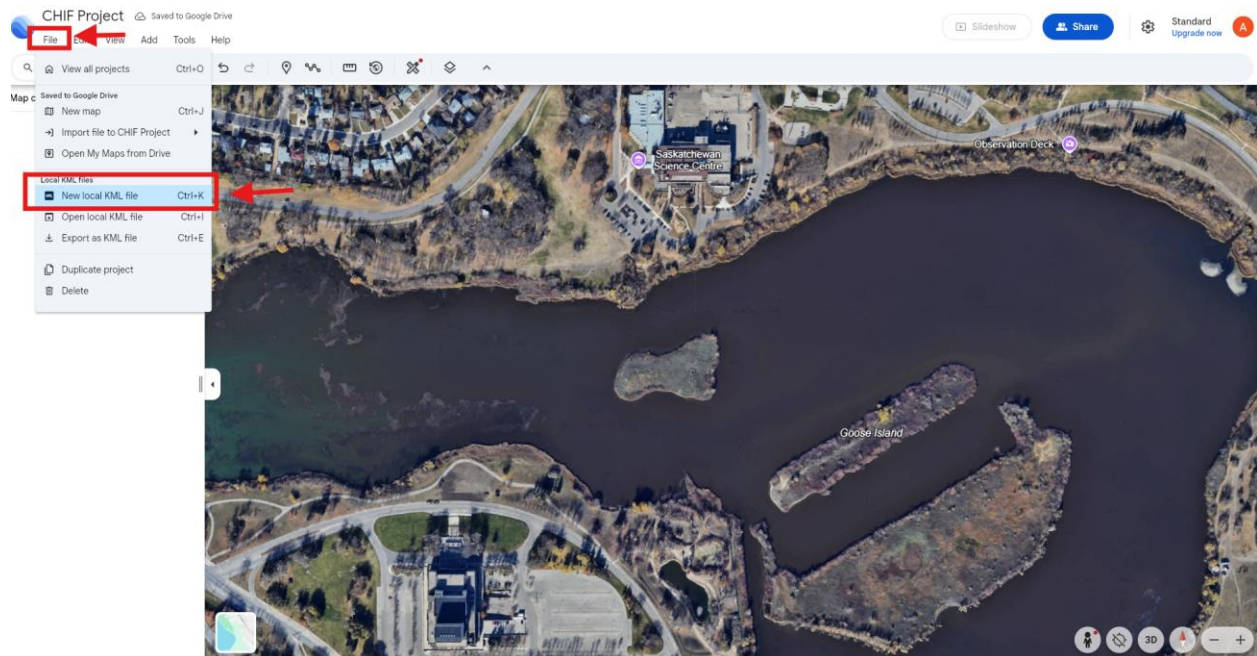
3. Use the search box and type in the nearest urban centre to narrow down the approximate location of your project.



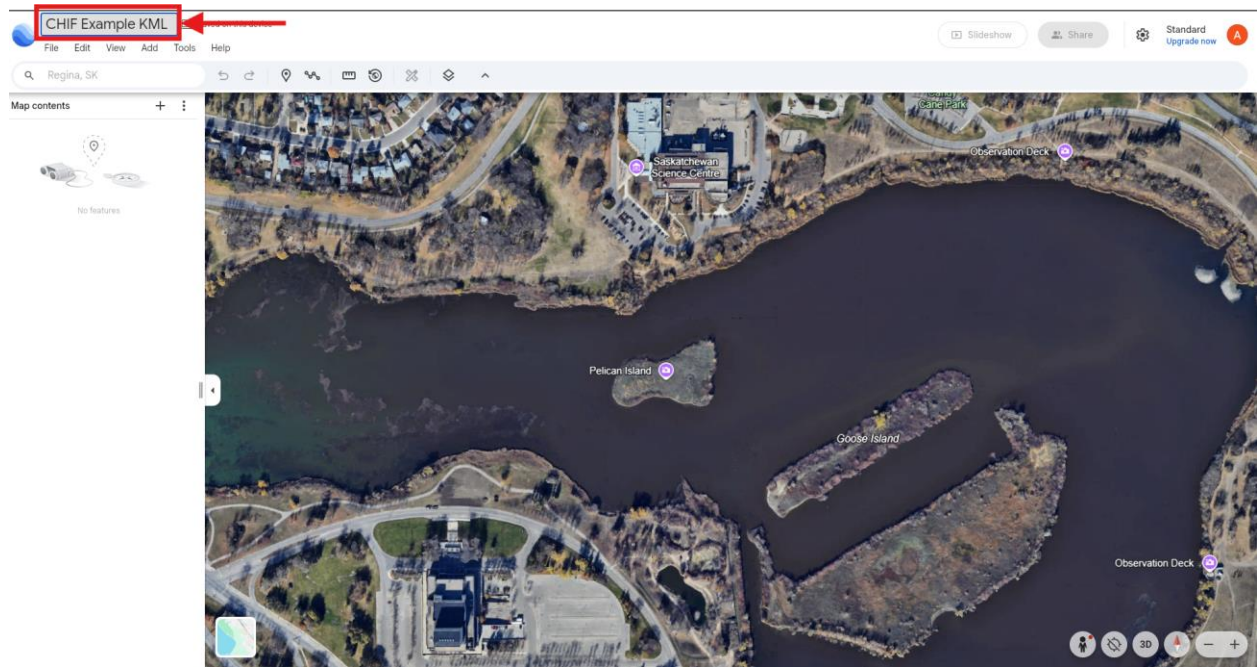
4. Use the zoom in/out buttons (bottom right corner) or your mouse's scroll wheel to zoom in to your project location.



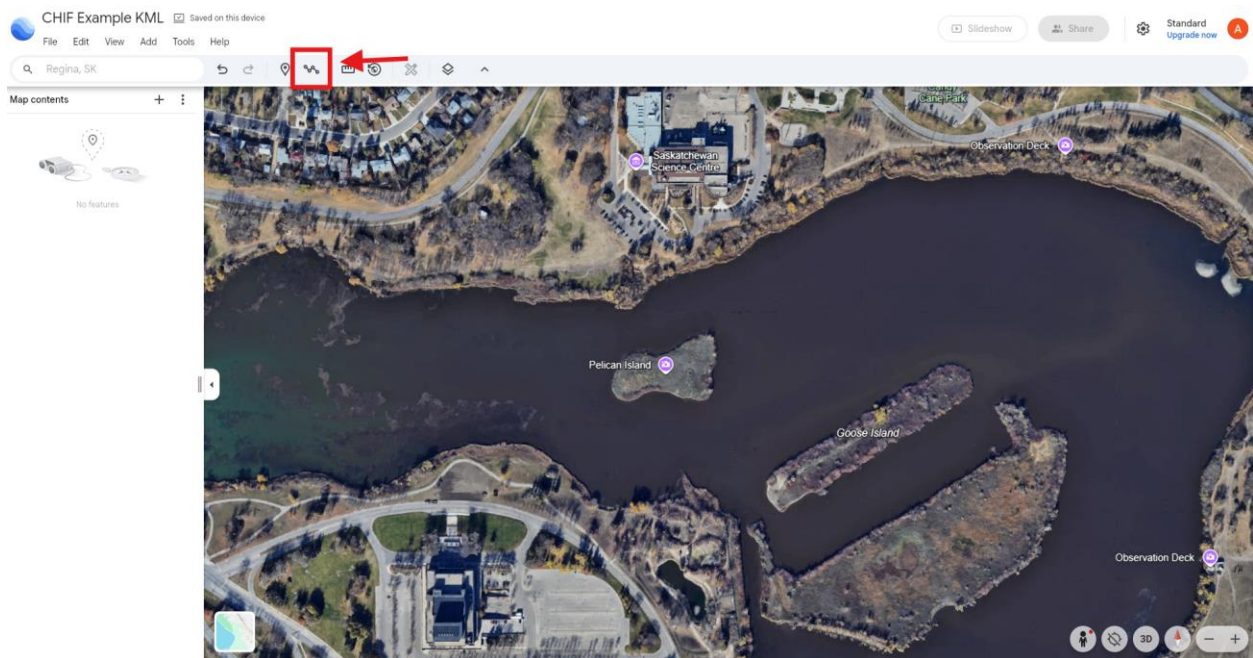
5. Now that you have zoomed in to your project location, click on the “File” and select “New local KML file”.



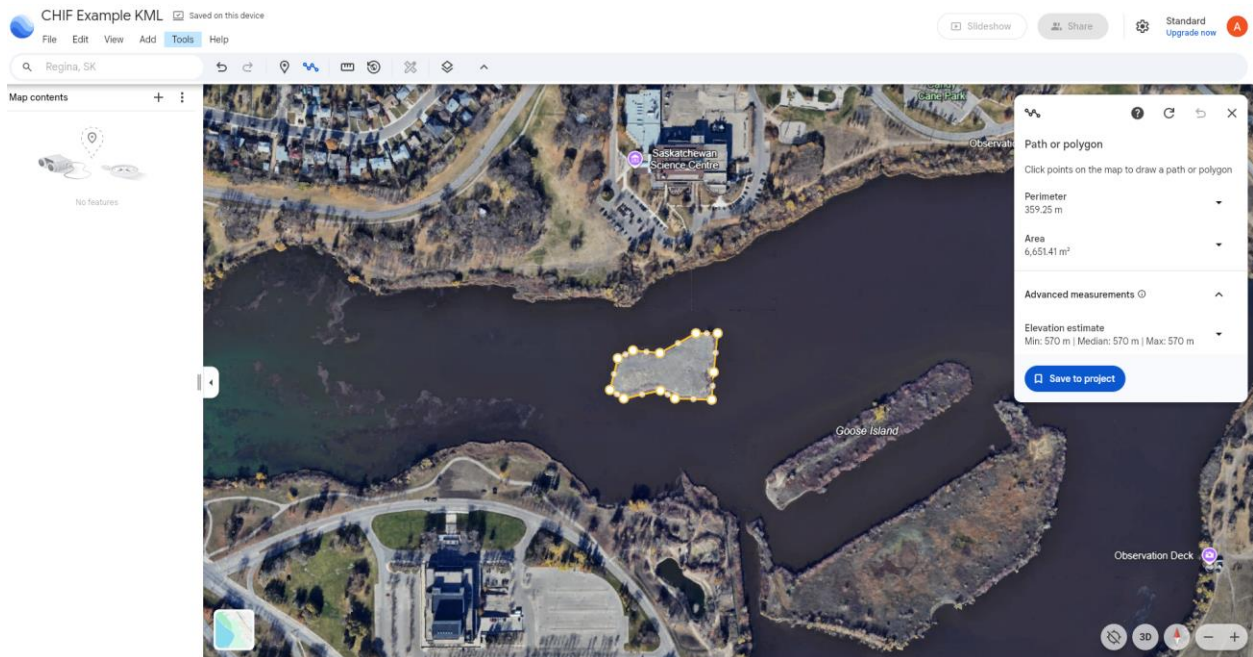
6. Give a name to the KML file.



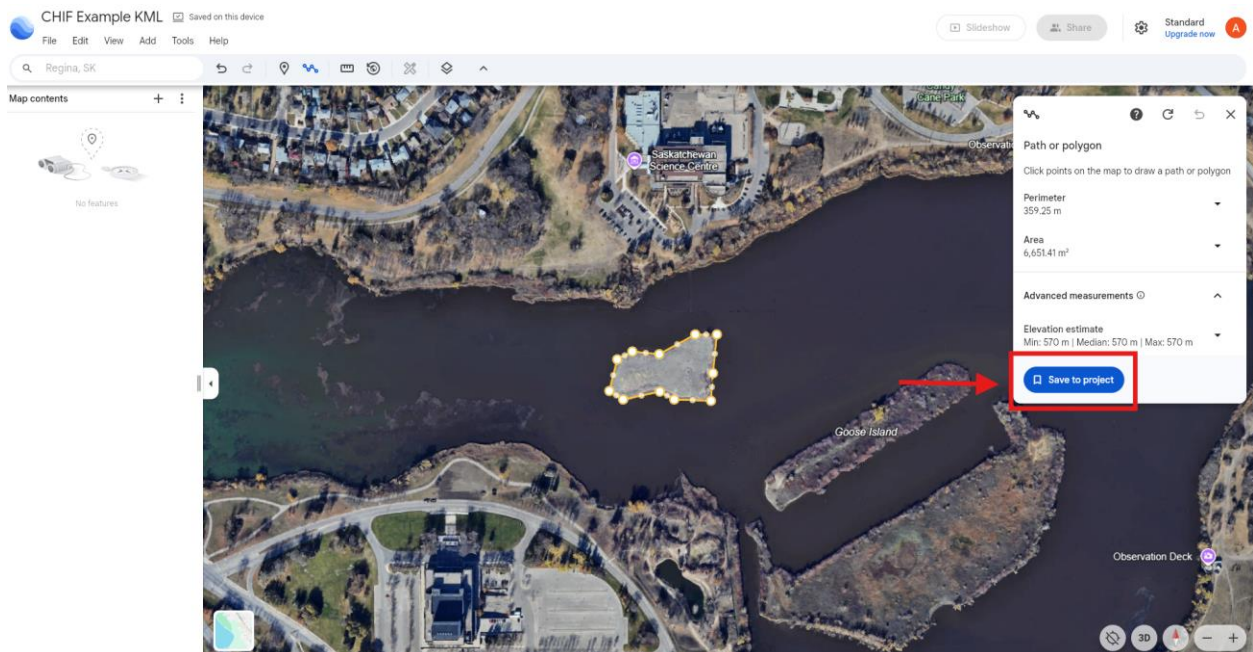
7. Select “Add path or polygon”.



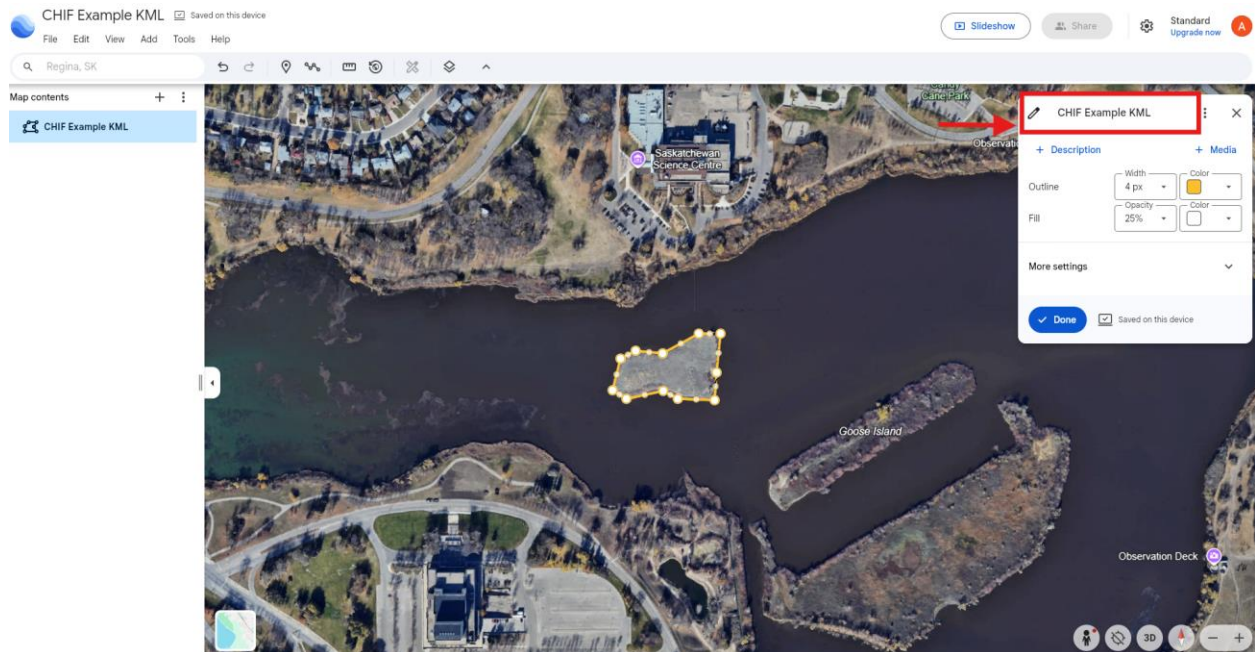
8. Mark the boundary of your project's location by placing the cursor on the map and clicking points on the map to show the location of the project. Click the starting point to close the shape.



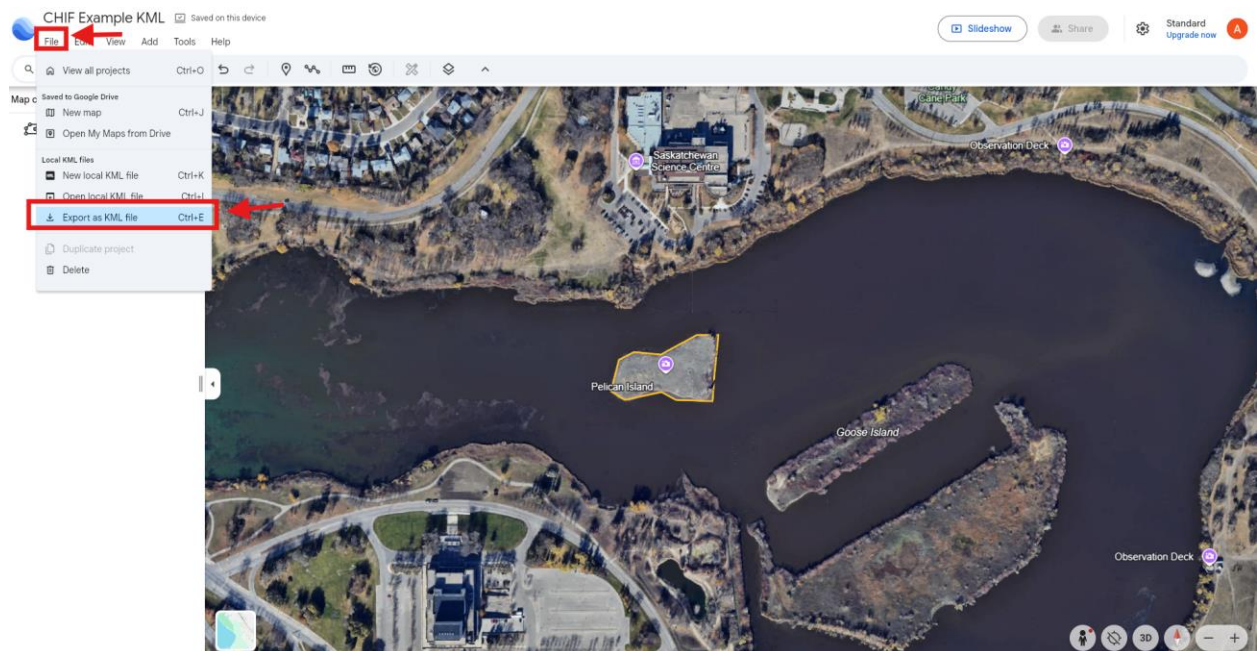
9. When the boundary is marked, a window opens where you can “Save to project” the path/polygon that you have just created.



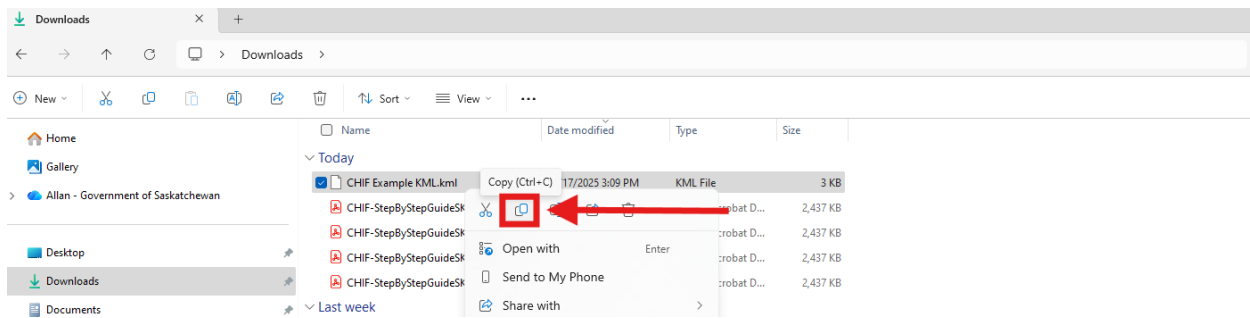
10. You can name your KML file in the “Title” field.



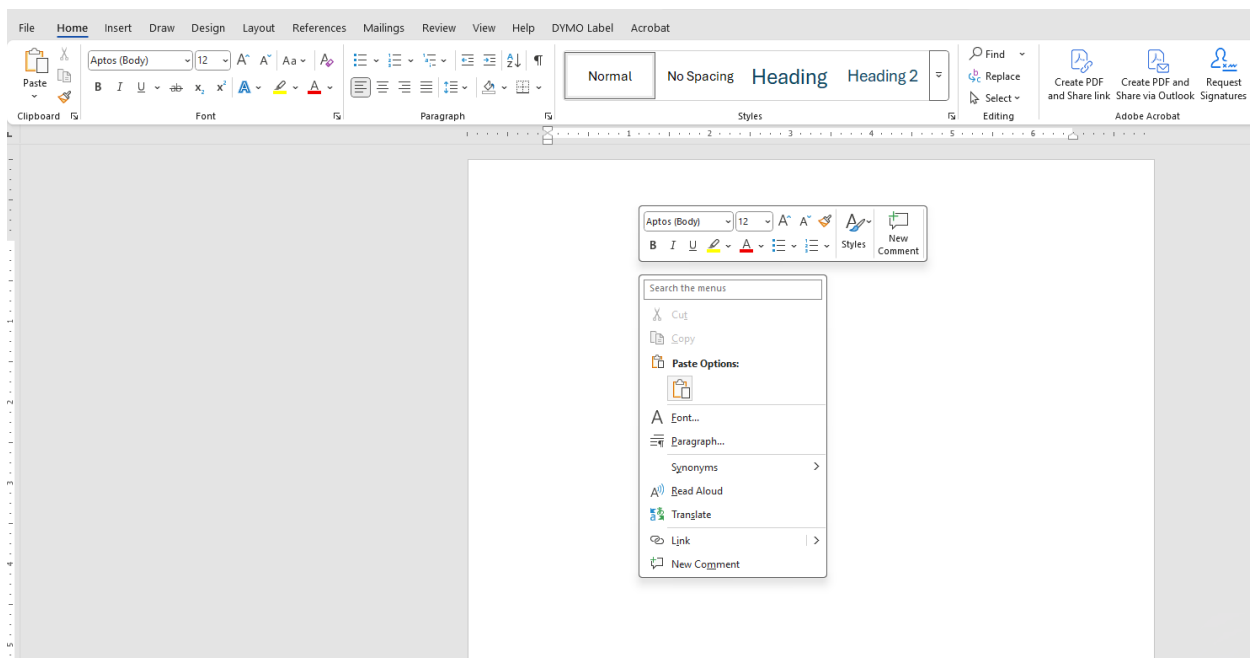
14. Click on the “File” and select “Export as KML file”.



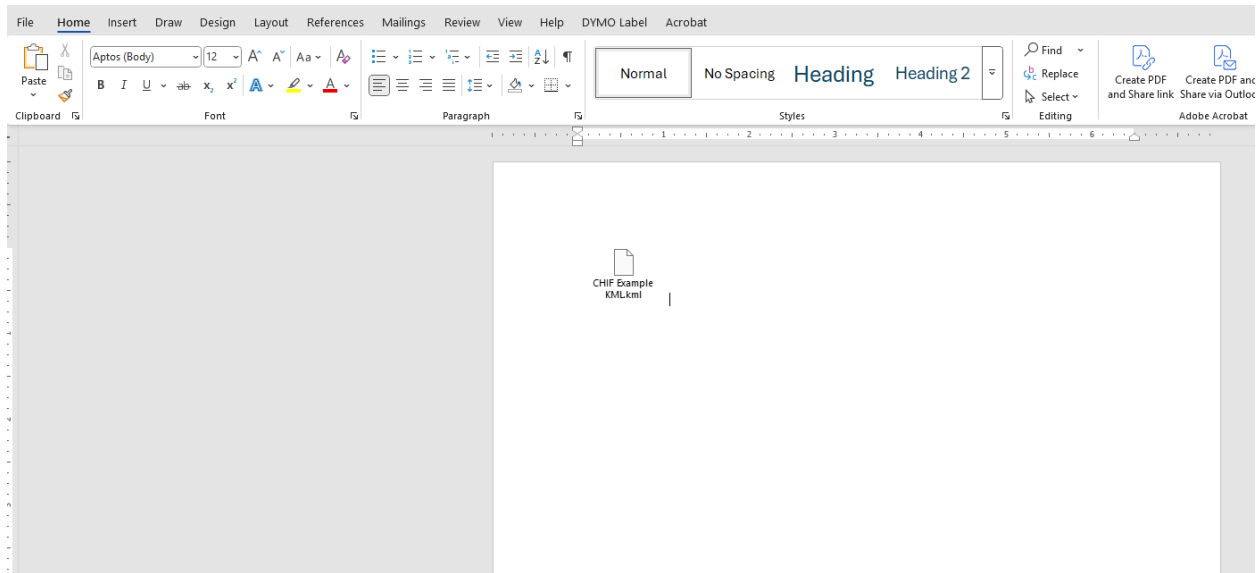
15. When you are in the folder where you saved your KML file, right-click on the KML file and select “Copy”.



16. Create a blank Microsoft Word document and right-click in the middle of the blank word document. Select the following icon under the “Paste Options”.



17. After you choose “Paste”, your file should look like this:



18. Save the word document in your desired folder and name your file using the following naming convention: YYYYMMDD_ApplicantName_KML (example: 20251117_CityofTest_KML).

19. Upload the Microsoft Word document to your CHIF application.

Annex C: Project activities list and guidance for engagement with Indigenous peoples

Many asset classes eligible through CHIF have high potential for impacts to the environment and could potentially adversely impact Aboriginal and/or Treaty rights. While many potential impacts can be avoided or mitigated with good environmental construction practices, Indigenous peoples and their rights could still be adversely impacted by the project or related activities. Therefore, Saskatchewan and HICC encourage applicants to start a dialogue with Indigenous peoples potentially impacted by the project as early as possible (ideally during planning). Early engagement provides applicants with an idea of the scope and potential costs of Indigenous consultation activities, which are retroactively eligible.

- **Identify if the project could impact Aboriginal and/or treaty rights**

In general, **projects not likely to have impacts** include:

- Projects without physical works, such as desktop studies, purchase of technology or fleet vehicles.
- Projects taking place entirely within existing structures that do not increase system capacity.
- Upgrades to existing facilities with no changes to raw water supply and no new intake or outfall.
- Upgrades to existing lift and pump stations or residential well systems limited to mechanical, electrical and control systems, and replacement of pumps and motors, with no increase to system capacity.

In general, **projects that could have impacts** include:

- Expansion of an existing facility or system, or construction of a new facility or system for: water treatment, wastewater treatment, solid waste or stormwater management.
- Upgrades to an existing facility that results in an increase in capacity of the facility.
- Projects on previously undeveloped or undisturbed lands or taking place in or near a body of water.
- Projects that involve excavation or vegetation clearing.
- Projects located near archeological resources.

- **Identify which Indigenous communities to engage**

The [Aboriginal and Treaty Rights Information System](#) (ATRIS) can provide the location of Indigenous communities in relation to the project area and information on their rights. Enter the project location and select a search buffer to identify communities in proximity to the project area and those that may be impacted by downstream project effects. See the [ATRIS user guide](#) for more information.

- **Start a dialogue with each potentially impacted Indigenous community**

Saskatchewan and HICC recommend sending a letter/email to each potentially impacted

community, including:

- A brief introduction to CHIF and the project's purpose.
- Detailed project information including maps and project activities.
- A request that communities share any concerns related to potential impacts to their rights within a reasonable timeframe (HICC suggests providing at least 30 days).

If a community responds with concerns about the project or an interest in learning more, HICC recommends arranging a phone call or meeting with them. If a response is not received within the timeframe suggested in the letter, the applicant should follow up with additional emails or phone calls.

- **Track communications and concerns**

Document all engagement and consultation activities. Record concerns raised by Indigenous communities, discussion outcomes, planned future activities and related expenses incurred or anticipated. Supporting documents can be submitted with the application. If you would like a template letter to send to Indigenous communities, or a template engagement/consultation log, please email your request to infra@gov.sk.ca.

Annex D: Examples of climate data sources

While not an exhaustive list, the following data sources may be considered as a starting point based on the hazard type. Note that infrastructure may be exposed to other climate hazards not listed here such as wind, cold, freeze-thaw cycles, drought, etc. Indigenous knowledge is also accepted as a source of climate information.

Hazard	Historical/ Current	Future Projections
Extreme Heat	Canadian Climate Normals - Climate - Environment and Climate Change Canada (weather.gc.ca) Environment and Climate Change Canada (ECCC) provides Canadian Climate Normals which provides historical temperature data, including the number of days exceeding 30°C at various weather stations across Canada. Depending on the asset/asset component, other temperature thresholds could be selected.	Extreme Heat Projections: : Variable — Days with Tmax > 30°C — undefined (climatedata.ca) ClimateData.ca provides future projections of temperature extremes, including the number of days above 30°C under various climate scenarios. Depending on the asset/asset component, other temperature thresholds could be selected.
Wildfire	Canadian Wildland Fire Information System Canadian National Fire Database (CNFDB) (nrcan.gc.ca) To help identify if wildfires have occurred at the project site, the Canadian Forest Service (CFS) hosts the Canadian Wildland Fire Information System (CWGIS) which provides a variety of current and historical information on wildfire activity in Canada including:	Fire Weather Projections: Fire Weather — ClimateData.ca The Canadian Centre for Climate Services (CCCS) has recently produced a dataset with future projections of wildfire weather to the end of the century. Note that this data source does not account for vegetation or buildings which are critical components of wildfire risk.

	• Daily fire weather and fire behavior maps • Year-round wildfire index maps • Real-time hot spot maps • Maps of all previous forest fire boundaries since 1980	
Permafrost thaw	Ground ice map of Canada - NRCan Open S&T Repository Applicants should seek available provincial maps and reports. Melting of ground ice abundance can be a proxy to understanding permafrost thaw. As a starting point, Natural Resource Canada hosts the Canadian Permafrost Monitoring Network which offers national-scale mapping of ground ice conditions in Canada.	Cold temperatures are critical for the maintenance of permafrost. If future-projected temperatures exceed the freezing point threshold for a sustained period, then some degree of permafrost degradation can be expected. Frost-free season: Variable — Frost free season — undefined (climatedata.ca) Data available at ClimateData.ca can be used to illustrate how the number of consecutive days with minimum temperatures above 0°C are projected to change across Canada and can be used to assess the potential for permafrost thaw in susceptible regions.
Flooding	FloodPlain Maps FloodSmart Canada Applicants should seek provincial maps and reports, local and regional flood maps, local and regional floodplain maps used to assess current exposure to riverine flooding and regional climate data hubs. As a starting point, Partners for Action provides an inventory of floodplain and	There is currently limited availability of national flood mapping for current and future flood extents in Canada. However, future projections of precipitation (fluvial, pluvial) and Sea Level Rise (coastal) can help to provide an indication of future flooding. Relative Sea Level Change: Sea-Level Change — Sea-Level Change —

	flood risk maps by province. Flood Susceptibility Index - GEO.CA If local flood maps are not available, national maps may be of value. Natural Resources Canada has developed the Flood Susceptibility Index. This national map shows how likely a given area is to be affected by flooding. Probabilities are based on patterns of historic flood events and determined by an ensemble of machine learning models.	undefined (climatedata.ca) Relative Sea Level Rise is the change in ocean level relative to land. Projected relative sea level change data is available for 2006 and for every decade from 2010-2100, relative to 1986-2005 conditions. This data can be used to inform asset risk to future coastal flooding. Future Precipitation Data: Variable — Wet Days >= 10 mm — undefined (climatedata.ca)
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Annex E: CHIF Climate fact sheet

Overview	Applicant Support: Climate Toolkit for Housing and Infrastructure
This fact sheet provides information on climate resilience and greenhouse gas (GHG) mitigation requirements for applicants applying for funding under the Canada Housing Infrastructure Fund (CHIF) - Saskatchewan stream. The Government of Saskatchewan and Housing, Infrastructure and Communities Canada (HICC) are committed to making meaningful investments in infrastructure to support communities. CHIF investments will fund important water and solid waste infrastructure to support increased housing and population growth. Investments will also drive important co-benefits, contributing to Canadian communities being better prepared to meet net-zero emission goals and being increasingly resilient to the impacts of a rapidly changing climate.	The Climate Help Desk is a dedicated service where communities can access guidance, valuable resources, and information on sector best practices for incorporating low-carbon and climate resilience measures in infrastructure projects. The Climate Help Desk will also provide applicants with clear and comprehensive responses to questions related to HICC's climate requirements. Contact the HICC Climate Help Desk by: webform; email Climate-Infra-Climat@infcc.gc.ca; or toll-free telephone 1-833-834-0243.

Part A. Climate Resilience	Definitions and Resources
Climate resilience requirements support investments that increase community capacity to cope with climate impacts. The aim is to protect communities, sustain services and reduce costs (e.g. help prevent higher operations costs and premature asset failure). <i>Assessing Climate Hazards</i> Climate resilience requirements apply to ALL projects (see Table A, below). At application, applicants must demonstrate that they have considered future	• Climate Data: Long-term observations and measurements, including temperature, rainfall and wind speed. • Climate resilience: The capacity of social, economic and environmental systems to cope with a hazardous event, trend or disturbance. • Hazard treatment measures: Changes to project siting, adjustments to operations and

potential climate hazards and resulting impacts on their projects, the current resilience of the asset to these threats and must commit to addressing these risks. Assessing potential climate hazards will require reviewing climate data. Climate risk assessments are retroactively eligible, with conditions, as a planning cost. <i>Identifying Hazard Treatment Measures</i> Before the first payment, ALL applicants are to report on identified hazard treatment measures and: • Identify the use of national standards and guidelines (as applicable). • Sources of best available climate design data used including future climate design data (as available). • Whether any climate hazards were left untreated and the rationale behind this. • Any additional hazards examined.	maintenance plans, incorporating standards or guidelines that address climate resilience, etc. to lessen the impact of a hazard. • Future Building Design Value Summaries — ClimateData.ca • Design Value Explorer: Tool to support climate-resilient building design under various global warming scenarios. • National standards and guidelines addressing resilience • Provincial, territorial and local climate adaptation plans • Climate Insight platform: Solutions finder
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Part B: Greenhouse Gas (GHG) Mitigation	Definitions and Resources
Infrastructure construction, repair, refurbishment and operation generates GHG emissions. CHIF will require certain types of projects, and incentivize others, to take measures to reduce GHG emissions. <i>GHG Assessment and Mitigation Measures</i> At application, • For the project types noted in rows 1-3 of Table B, below, applicants must commit to reporting on GHG emissions. • In addition, mechanical wastewater treatment plant projects with \$10 million or more in	• Baseline scenario: Starting point for the analysis, and comparison point for the project’s emissions impact. May be referred to as business-as-usual or status quo. • Embodied carbon: The GHG emissions generated during manufacture, transport and construction of building materials,

total eligible costs must also commit to GHG mitigation measures for major emissions sources, where applicable. • While not required, applicants for all other project types are encouraged to include GHG mitigation measures in project design and would receive a higher merit score for doing so. • GHG assessments are considered a reimbursable eligible planning cost, with conditions. After approval, for the project types noted in rows 1-2 of Table B, applicants must report on GHG emissions and/or measures: • Mechanical wastewater treatment plants over \$10 million in total eligible costs, and applicable solid waste projects must submit a GHG Assessment to quantify GHG emissions and outline emissions reduction measures, where applicable. • Anaerobic lagoon projects (row 3 of Table B) must describe GHG mitigation measures as part of project reporting (targeted questions, not a GHG Assessment). Applicants must demonstrate that GHG mitigation measures have been integrated into the project design. The GHG Assessment methodology compares a Project Scenario to a Baseline Scenario (“status quo”) and asks applicants to describe the measures taken to reduce GHG emissions. <i>Buy Clean Requirements (Low Carbon Construction Material Measures – Ready-mix Concrete)</i> CHIF supports the Government of Canada’s Buy Clean policy approach by requiring qualifying projects to reduce emissions from ready-mix concrete. Under CHIF, any project that meets the following three criteria is required to use low-carbon ready-mix concrete and report on emissions reductions (row 5 of Table B): • Has total eligible costs over \$10 million; • Is within a municipality with a population over 30,000; and • Uses more than 100 cubic meters (m³) of ready-mix concrete	including end-of-life emissions. • Project scenario: Builds from the baseline scenario to include the processes or activities most likely to occur from the project. This may include GHG mitigation measures being implemented. • Low-carbon ready-mix concrete: Average carbon footprint for all concrete mixes used is at least 10 per cent below the regional average. Coming Soon: • Buy Clean Guide and Template • GHG Assessment Guide for Mechanical Wastewater Treatment Plant Projects • GHG Assessment Guide for Solid Waste Projects • GHG Assessment Summary Workbook (Excel) reporting template
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At application, applicants attest to whether their project meets the Buy Clean criteria above (based on the best information available at time of application) and commit to implementing the low-carbon ready-mix concrete requirements if the project meets the criteria.

After approval, HICC will validate whether Buy Clean requirements apply. Once the applicable project design is complete (i.e. project design can support a Class A or Class B estimate), the applicants will report on embodied carbon from ready-mix concrete to demonstrate that low-carbon concrete has been included in the project design (using a template provided by Saskatchewan). Applicants are required to update the template based on the ready-mix concrete ultimately used in the project and its carbon footprint. Once construction is complete a post-construction report (update to the template) must be submitted.

Table A: CHIF Resilience Requirements

Requirement	Description	What to Provide and When to Provide it	
1. Climate Hazard Identification (All projects)	Assess the project's exposure to four key hazards over the lifespan of the asset, using the best available climate data and projections:	At application	- Identify applicable hazards. - Identify the type of climate data used to make the assessment.

	• Flood (coastal, riverine and overland flooding) • Wildfire • Extreme heat • Permafrost thaw	Post-approval	• List the climate data and projections used to make the assessment. • Identify any additional hazards examined.
2. Hazard Treatment (All projects)	Adopt hazard treatment measures for each identified hazard using the best available climate data and projections.	At application	• Commit to adopting hazard treatment measures for each identified hazard and using the best available climate data and projections.
		Post-approval	• Describe the planned hazard treatment measures. • Identify any national standards or guidelines used to inform hazard treatment measures. • List the climate data and projections used to design measures. • Identify any climate hazards left untreated and provide a justification.

Table B: Summary Of CHIF GHG Mitigation Requirements

Project types		Reporting requirements? Report to be submitted post approval, before first payment	Project must implement GHG Mitigation Measures?
Asset-specific	1. Mechanical wastewater treatment plants (over \$10 million in total eligible costs)	YES. GHG Assessment is required in project reporting.	YES. Projects would receive a higher merit score for including GHG measures.
	2. Solid waste projects including: - Landfills - Organic waste processing - Thermal treatment	YES. GHG Assessment is required in project reporting.	NO. However, mitigation measures are inherent in some of these project types; therefore, projects would receive a higher merit score for GHG measures, as applicable.
	3. Anaerobic lagoon	YES. A response to targeted questions (not a GHG Assessment) is required in project reporting.	NO. However, projects would receive a higher merit score for including GHG measures.
4. All other project types (e.g. drinking water, wastewater project under \$10M in total eligible costs, other solid waste projects not listed above)		NO. However, projects seeking merit for implementing GHG measures would need to report on them through progress reporting.	NO. However, projects would receive a higher merit score for including GHG measures.

5. Buy Clean Requirements (Low Carbon Construction Material Measures) – For project types that meet all three of the following criteria: • Total eligible costs > \$10M • Municipality population > 30,000 • Uses > 100m³ ready-mix concrete.	YES. Reporting on ready-mix concrete emissions is required in project reporting.	YES. Projects must use low-carbon ready-mix concrete which is defined as an average carbon footprint for all mixes used in the project, being at least 10 per cent below the regional industry average.
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Annex F: Asset characteristics

This annex is intended to support applicants with entering requested information in the asset identification section. Click on the headings below to navigate to the sub-sections that apply to the asset type(s) of your project. The condition rating scale and units of measurement table are references that apply to all asset systems.

- [F.1 Drinking water](#)
- [F.2 Wastewater](#)
- [F.3 Stormwater](#)
- [F.4 Solid waste](#)
- [F.5 Condition rating scale](#)
- [F.6 Units of measurement table](#)

F.1 Drinking Water Asset Characteristics

This section should include information on all drinking water assets included in the proposed project and is based on the asset type(s) selected in the asset identification section.

F.1: Type of drinking water asset(s) receiving investment	
For the Drinking Water Project category previously selected, please add all asset types that are part of the project and respond to the required information about the underlying asset characteristics. Please note that all asset characteristics are mandatory under each asset type selected as part of the project.	
i) Drinking water treatment facilities ii) Drinking water storage assets iii) Drinking water pump stations iv) Local drinking water pipes v) Transmission drinking water pipes vi) Natural Infrastructure vii) Other (please describe)	
(Capital Only) Length of asset (metres, m) OR Number of assets (#)	Please indicate the length in metres (m) of each asset type included in the funded project. If the project involves multiple linear infrastructure of one type (e.g. local drinking water pipes), the total length of all linear infrastructure of the same type should be added up and included in this field. Please indicate the number of each asset type included in the funded project.

OR Total area of natural infrastructure (square metres, m ²)	For natural infrastructure assets only, please indicate the approximate surface area of the asset(s) in metres squared (m ²).
(Capital Only) Total estimated useful life of the asset (in years) at the time of construction	The total estimated useful life of the asset refers to the existing asset if it were in new condition and would have been estimated at the time of commissioning of the asset. Enter “0” under this field if no asset currently exists.
(Capital Only) Remaining useful life of the asset (in years).	This refers to the remaining useful life of the asset in its current condition (before investment) and the expected remaining useful life of the asset at project completion (after investment). In the case of multiple assets, provide the average values across assets of the same type. Enter “0” under this field if no asset currently exists.
(Capital Only) Physical condition	Indicate the condition of each asset type included in the funded project before the requested investment and at project completion (after investment) according to the Condition Rating Scale . If more than one asset is included in an asset type category, the weighted average condition needs to be estimated and should be based on the respective replacement value of each asset.
(Capital Only) Total maximum design capacity	For each asset type, indicate the maximum design capacity before the requested investment and at project completion (after investment), according to the Units of Measurement Table . See the Glossary for a definition of total maximum design capacity.
(Capital and Planning) Will the project help resolve any active drinking water advisories?	Please select one of the answers listed in the form. This section will be used to assess whether the project will enable improved drinking water quality by resolving active drinking water advisories or reducing their frequency and magnitude. Drinking water advisories are public health protection measures about real or potential health risks related to drinking water. There are three types of drinking water advisories: boil water advisories,

If yes, estimated number of residents who will benefit from resolved or reduced drinking water advisories.	do not consume advisories and do not use advisories. Long-term drinking water advisories: A long-term drinking water advisory is a drinking water advisory that has been in place for more than a year. Sustained drinking water advisories: A sustained drinking water advisory is defined as one that exceeds 15 days in duration. Active or frequent* drinking water advisories: Drinking water advisories active at the time of application issued for the residents served by the drinking water assets included in the funded project. It is also defined as one that is less than 15 days. <i>*Frequent drinking water advisories: This applies if at least three drinking water advisories were issued for the residents served by the drinking water assets included in the funded project between 2022 and 2024.</i> If the answer to the above question is yes, state how many residents will benefit from resolved or reduced drinking water advisories.
(Capital Only) State the current and future growth and design flow upon which the infrastructure is based. • Population (e.g. 480, 630) • Year (e.g. 2025, 2051) • Design flow capacity (e.g. 240 m³, 315 m³)	Please indicate the current total population served by the proposed drinking water project and the estimated future population to be served in the year in which the project will be complete. This should include all residents living in housing units connected to the drinking water system in question. Also indicate the current design flow capacity of the asset and the capacity expected after investment.

(Capital and Planning) Has the provincial and/or a federal regulator given notice that the facility must be upgraded? If yes, describe the details of the notice. If yes, what is the issued deadline(s) to comply with the federal/provincial regulations? If yes, explain how the project will achieve compliance with federal/provincial regulations?	Yes or no If yes, describe the details of the notice that you have received. If yes, what is the deadline to comply. If yes, explain how the project will achieve compliance with regulations. Visit the following link for more details: Drinking Water Quality.
(Capital and Planning) Are there any capacity issues in the system to meet current and/or future needs? If yes, explain how the project will address this capacity issue to meet current and/or future needs. In no, describe the capacity of the system to show it can meet the needs of the community.	Yes or no If yes, explain how the project will address any capacity issues. If no, explain how the current capacity of the system can meet the needs of the community.

F.2 Wastewater Asset Characteristics

This section should include information on all wastewater assets included in the proposed project and is based on the asset type(s) selected in the asset identification section.

F.2: Type of wastewater asset(s) receiving investment	
For the Wastewater Project category previously selected above, please add all asset types that are part of the project and respond to the required information about the underlying asset characteristics. Please note that all asset characteristics are mandatory under each asset type selected as part of the project.	
i) Wastewater treatment facilities ii) Lagoon systems iii) Wastewater pump/lift stations iv) Wastewater storage facilities v) Sanitary sewer pipes vi) Combined sewer pipes vii) Sanitary force mains viii) Natural Infrastructure ix) Other (please describe)	
(Capital Only) Length of asset (metres, m) OR Number of assets (#) OR Total area of natural infrastructure (square metres, m²).	Indicate the length in metres (m) of each asset type included in the funded project. If the project involves multiple linear infrastructure of one type (e.g. sanitary sewer pipes), the total length of all linear infrastructure of the same type should be added up and included in this field. If the project includes the separation of combined sewers, the length of the new wastewater sewer should be included in this field. The length of the new stormwater pipe should be included in the Stormwater Asset Characteristics section. Indicate the number of each asset type included in the funded project. For natural infrastructure assets only, indicate the approximate surface area of the asset(s) in metres squared (m²).

(Capital Only) Total estimated useful life of the asset (in years) at the time of construction.	The total estimated useful life of the asset refers to the existing asset if it were in new condition and would have been estimated at the time of commissioning of the asset. Enter “0” under this field if no asset currently exists.
(Capital Only) Remaining useful life of the asset (in years).	This refers to the remaining useful life of the asset in its current condition (before investment) and the expected remaining useful life of the asset at project completion (after investment). In the case of multiple assets, provide the average values across assets of the same type. Enter “0” under this field if no asset currently exists.
(Capital Only) Physical condition	Indicate the condition of each asset type included in the funded project before the requested investment and at project completion (after investment), according to the Condition Rating Scale. If more than one asset is included in an asset type category, the weighted average condition needs to be estimated and should be based on the respective replacement value of each asset.
(Capital Only) Total maximum design capacity	For each asset type, indicate the maximum design capacity before the requested investment and at project completion (after investment), according to the Units of Measurement Table. See the Glossary for a definition of total maximum design capacity.
(Capital Only) What is the treatment level of the wastewater treatment facility before and after investment?	If a wastewater treatment plant is included in the funded project, indicate the associated level of treatment (primary, secondary, tertiary or no treatment) before and after the requested investment. If more than one wastewater treatment plant is included in the funded project, please indicate the level of treatment per plant. If no wastewater treatment plant is included in the funding project, select “No treatment.”
(Capital and Planning) Will the proposed wastewater project contribute to achieving or maintaining compliance with the Wastewater Systems	Select one of the answers listed in the form. The purpose of this question is to assess whether the project will improve wastewater treatment in the communities and contribute to achieving or maintaining compliance with the Wastewater Systems Effluent Regulations (WSER) or an equivalency agreement under the <i>Fisheries Act</i>. The WSER set national effluent quality standards for wastewater systems achievable through secondary wastewater

<u>Effluent Regulations</u> (WSER) or an equivalency agreement under the <u>Fisheries Act</u>?	treatment. The regulations apply to wastewater systems designed to collect an average daily influent volume of at least 100 cubic metres (m³). Only answer “Yes, achieving compliance” if the wastewater system is subject to the WSER and is not meeting the effluent quality standards before the funded project but is expected to be able to meet the standards after the completion of the funded project (regardless of their transitional authorization status). Only answer “Yes, maintaining compliance” if the wastewater system is subject to the WSER and is meeting the effluent quality standards before the funded project and is expected to be able to continue to meet the standards after the completion of the funded project. Only answer “Not applicable” if the wastewater system is not subject to the WSER or an equivalency agreement. Systems not subject to the WSER are: • Systems designed to collect an average daily influent volume smaller than 100 cubic metres (m³).
(Capital and Planning) Currently, is there an environmental risk related to a wastewater quality issue in this system, such as potential downstream environmental health or failure to meet effluent quality standards? If yes, describe. If no, what is the objective of the project?	Yes or no Describe the environmental risk(s) related to a wastewater quality issue that your system currently faces. If there are no environmental risk(s) related to a wastewater quality issue in your current system, explain the objective of the project.

(Capital and Planning) Has the provincial and/or a federal regulator given notice that the facility must be upgraded? If yes, describe the details of the notice. If yes, what is the issued deadline(s) to comply with the federal/provincial regulations? If yes, explain how the project will achieve compliance with federal/provincial regulations?	Yes or no If yes, describe the details of the notice that you have received. If yes, what is the deadline to comply. If yes, explain how the project will achieve compliance with regulations.
(Capital and Planning) Does the proposed project (e.g. wastewater treatment upgrade) discharge into fish-bearing water? If yes, has a Downstream Use and Impact Study (DUIS) been conducted? If yes, has the DUIS been reviewed and approved by the regulator? ○ If yes, attach the DUIS at the end of the survey.	Yes or no Yes or no Yes or no If yes, attach the Downstream Use and Impact Study (DUIS) at the end of the application. If no, what is the status of your DUIS.

If no, what is the status of the DUIS? If no, describe the method for effluent discharge (i.e. irrigation, surface water discharge).	If no, describe your method of effluent discharge.
(Capital and Planning) If applicable to your project, list effluent limits that the project will meet based on the recent Wastewater Systems Effluent Regulations (WSER) and The Waterworks and Sewage Works Regulations.	List the effluent limits that the project will meet based on current regulations. Enter “N/A” if not applicable to your project
(Capital Only) State the current and future growth and design flow upon which the infrastructure is based. • Population (e.g. 480, 630) • Year (e.g. 2025, 2051) • Design flow capacity (e.g. 240 m³, 315 m³)	Indicate the current total population served by the proposed wastewater project and the estimated future population to be served in the year in which the project will be complete. This should include all residents living in housing units connected to the wastewater system in question. Also indicate the current design flow capacity of the asset and the capacity expected after investment.
(Capital and Planning) Are there any capacity issues in the system to meet current and/or	Yes or no

future needs? If yes, explain how the project will address this capacity issue to meet current and/or future needs. If no, describe the capacity of the system to show it can meet the needs of the community.	If yes, explain how the project will address any capacity issues. If no, explain how the current capacity of the system can meet the needs of the community.
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F.3 Stormwater Asset Characteristics

This section should include information on all stormwater assets included in the proposed project and is based on the asset type(s) selected in the asset identification section.

F.3: Type of stormwater asset(s) receiving investment	
For the Stormwater Project category previously selected above, please add all asset types that are part of the project and respond to the required information about the underlying asset characteristics. Please note that all asset characteristics are mandatory under each asset type selected as part of the project.	
i) Stormwater drainage pump stations ii) Stormwater management facilities iii) Stormwater pipes iv) Natural Infrastructure v) Other (please describe)	
(Capital Only) Length of asset (metres, m) OR	Indicate the length in metres (m) of each asset type included in the funded project. If the project involves multiple linear infrastructure of one type (e.g. stormwater pipes), the total length of all linear infrastructure of the same type should be added up and included in this field. If the project includes the separation of combined sewers, the length of the new stormwater pipes should be included in this field. The length of the new wastewater sewers should be included in the Wastewater Asset Characteristics section.

Number of assets (#) OR Total area of Natural Infrastructure (square metres, m²)	Indicate the number of each asset type included in the funded project. For natural infrastructure assets only, indicate the approximate surface area of the asset(s) in square metres (m²).
(Capital Only) Total estimated useful life of the asset (in years) at the time of construction.	The total estimated useful life of the asset refers to the existing asset if it were in new condition and would have been estimated at the time of commissioning of the asset. Enter “0” under this field if no asset currently exists.
(Capital Only) Remaining useful life of the asset (in years).	This refers to the remaining useful life of the asset in its current condition (before investment) and the expected useful life of the asset at project completion (after investment). In the case of multiple assets, provide the average values across assets of the same type. Enter “0” under this field if no asset currently exists.
(Capital Only) Physical condition	Indicate the condition of each asset type included in the funded project before the requested investment and at project completion (after investment), according to the Condition Rating Scale. If more than one asset is included in an asset type category, the weighted average condition needs to be estimated and should be based on the respective replacement value of each asset.
(Capital Only) Total maximum design capacity	For each asset type, indicate the maximum design capacity before the requested investment and at project completion (after investment), according to the Units of Measurement Table. See the Glossary for a definition of total maximum design capacity.
(Capital Only) State the current and future growth and design flow upon which the infrastructure is based.	Indicate the current total population served by the proposed stormwater project and the estimated future population to be served in the year in which the project will be complete. This should include all residents living in housing units connected to the stormwater system in question. Also indicate the current design flow capacity of the asset and the capacity expected after

• Population (e.g. 480, 630) • Year (e.g. 2025, 2051) • Design flow capacity (e.g. 240 m³, 315 m³)	investment.
(Capital and Planning) Are there any capacity issues in the system to meet current and/or future needs? If yes, in the last five (5) years, indicate the average number of days per year when system capacity was exceeded. If yes, indicate the impact of the insufficient system capacity by selecting all that apply.	Yes or no Select one of the answers listed in the form. System capacity is exceeded if the stormwater system cannot manage the volume or flowrate without significant consequences for the connected residents or the environment (built or natural). See subsequent question for a list of significant consequences. Select at least one of the answers listed in the form. The potential impacts are defined as follows: Sewer back-ups: This occurs when wastewater from the wastewater system flows backward into buildings or properties instead of being properly channeled away. Surface flooding: This occurs when a large amount of rain falls in a short period of time and has nowhere to go due to impermeable surfaces or inefficient stormwater capacity. Therefore, this is common in urban areas where there is less vegetation that can soak up the rainwater. Combined sewer system overflow: Combined sewer systems convey both sewage and stormwater to wastewater treatment plants. Many of these systems have multiple overflow structures that may discharge untreated sewage mixed with stormwater into receiving waters when full capacity has been reached during intense rainfall events. Interruption of essential services: This refers to the temporary or prolonged disruption of critical services that are necessary for the functioning of daily life and public safety. These services include: • Utilities: Electricity, water, natural gas and sewage systems

If yes, explain how the project will address this capacity issue to meet current and/or future needs. If no, describe the capacity of the system to show it can meet the needs of the community.	• Healthcare: Medical facilities, emergency services and pharmacies • Transportation: Public transit, road maintenance and emergency response services • Communication: Telephone, internet and broadcasting services Inability of emergency services to respond: This refers to a situation where emergency responders, such as police, fire and medical services are unable to provide timely assistance. Structural damage to infrastructure: This refers to physical deterioration affecting critical components of buildings, roads, bridges, water, utilities and other essential systems. This type of damage can compromise the functionality, safety and longevity of these structures. If yes, explain how the project will address any capacity issues. If no, explain how the current capacity of the system can meet the needs of the community.
(Capital and Planning) Indicate how the proposed project will meet provincial/federal regulations.	If applicable, attach documentation at the end of the application (e.g. engineering reports).
(Capital and Planning) Provide information that demonstrates flood risk (e.g. flood maps, precipitation levels).	Attach available study reports for this project at the end of the survey.

F.4 Solid Waste Asset Characteristics

This section should include information on all solid waste assets included in the proposed project and is based on the asset type(s) and sub-type(s) selected in the asset identification section.

F.4: Type of solid waste asset(s) receiving investment	
For the Solid Waste Project category previously selected above, please add all asset types that are part of the project and respond to the required information about the underlying asset characteristics. Please note that all asset characteristics are mandatory under each asset type selected as part of the project.	
• Landfill (new, expansion, gas management systems): i) Landfill gas recovery, destruction, and/or utilization ii) Landfill expansion iii) New landfill iv) Other (please specify) • Organic waste processing: v) Anaerobic digestion facility vi) Composting facility (includes static piles, windrows and in-vessel) vii) Other (please specify) • Waste collection and sorting: viii) Waste transfer station ix) Recycling centre x) Mixed waste processing facility xi) Material recovery facility xii) Digital optimization technology xiii) Collection vehicle (for northern and Indigenous recipients only) xiv) Other (please specify) • Thermal Treatment: xv) Thermal treatment	
(Capital Only) Total estimated useful life of the asset (in years) at the time of construction.	The total estimated useful life of the asset refers to the existing asset if it were in new condition and would have been estimated at the time of commissioning of the asset. Enter “0” under this field if no asset currently exists.
(Capital Only) Remaining useful life of the asset (in	This refers to the remaining useful life of the asset in its current condition (before investment) and the expected useful life of the asset at project completion (after investment). In the case of

years).	multiple assets, provide the average values across assets of the same type. Enter “0” under this field if no asset currently exists.
(Capital Only) Physical condition	Indicate the condition of each asset type included in the funded project before the requested investment and at project completion (after investment), according to the Condition Rating Scale . If more than one asset is included in an asset type category, the weighted average condition needs to be estimated and should be based on the respective replacement value of each asset.
(Capital Only) Total maximum design capacity	For each asset type, indicate the maximum design capacity before the requested investment and at project completion (after investment), according to the Units of Measurement Table . See the Glossary for a definition of total maximum design capacity.
(Capital Only) State the current and future growth upon which the infrastructure is based. Population (e.g. 480, 630)	Indicate the current total population served by the proposed solid waste project and the estimated future population to be served in the year in which the project will be complete.
(Capital and Planning) Are there any health, safety or environmental concerns related to the current solid waste collection system? If yes, describe.	Yes or no If yes, describe any health, safety or environmental concerns that are related to the current solid waste asset.
(Capital and Planning) If applicable, provide estimated tonnes per year of waste diverted from the landfill as a result of the project.	Provide the quantity of municipal solid waste in tonnes per year (tpy) estimated to be diverted from a landfill as a result of the asset.
(Capital and Planning)	State whether the current asset is non-compliant with any

Have inspections indicated non-compliance to regulations/operating permits for the existing waste disposal facility/landfill/site?	regulations or operating permits.
(Capital and Planning) Explain how the project will achieve compliance with federal and provincial regulations.	Describe how the project will achieve compliance with federal and provincial regulations.
(Capital and Planning) If applicable to your project, does the project reduce air emissions from being introduced to the environment? If yes, describe the targeted pollutants and estimated reduction.	Yes, no, or not applicable. If applicable, indicate the air pollutants being targeted and estimate the reduction resulting from your project.
(Capital and Planning) If applicable to your project, has your municipality applied to the Ministry of Environment - Environmental Protection Branch regarding proposed work at your municipal landfill? If no, explain	Yes, no, or not applicable. If no, explain why you have not applied for funding from the Environmental Protection Branch.

(Capital and Planning) Does the waste management project fit into a regional system?	Yes or no
	At the end of the form, attach a feasibility study completed by a Professional Engineer licensed to practice in Saskatchewan.

F.5 Condition Rating Scale

F.5: Condition rating scale	
The following condition rating scale can be used to evaluate the condition of the funded asset.	
Very poor	Immediate need to replace most or all of the asset. Health and safety hazards exist which present a possible risk to public safety or asset cannot be serviced or operated without risk to personnel. Major work or replacement required urgently. e.g. The operating asset has less than 10 per cent of its expected service life remaining.
Poor	Failure likely and substantial work required in the short term. Asset barely serviceable. No immediate risk to health or safety. e.g. The operating asset has less than 40 per cent of its expected service life remaining.
Fair	Significant deterioration is evident. Minor components or isolated sections of the asset need replacement or repair now but asset is still serviceable and functions safely at an adequate level of service. e.g. The operating asset has at least 40 per cent of its expected service life remaining.
Good	Acceptable physical condition. Minimal short-term failure risk but potential for deterioration in the long term. Only minor work required.

	e.g. The operating asset has at least 80per cent of its expected service life remaining.
Very good	Sound physical condition. No short-term failure risk and no work required. e.g. The operating asset has at least 95per cent of its expected service life remaining.
N/A	No asset prior to the funded project (e.g. drinking water system expansion to serve a new subdivision).

F.6 Units of Measurement Table

F.6: Units of measurement table	
The following units can be used to provide information on the maximum design capacity of the funded asset (before and after investment).	
Drinking Water	
Asset type	Units
Local drinking water pipes	Litres per second (L/s)
Transmission drinking water pipes	Litres per second (L/s)
Drinking water storage assets	Cubic metres (m ³)
Drinking water pump stations	Litres per second (L/s)
Natural Infrastructure	Cubic metres (m ³)
Drinking water treatment facilities	Cubic metres per day (m ³ /d)
Wastewater	
Asset type	Units

Sanitary sewer pipes	Litres per second (L/s)
Combined sewer pipes	Litres per second (L/s)
Sanitary forcemains	Litres per second (L/s)
Wastewater pump/lift stations	Litres per second (L/s)
Lagoon systems	Cubic metres per day (m ³ /d)
Wastewater storage facilities	Cubic metres (m ³)
Wastewater treatment facilities	Cubic metres (m ³)
Natural Infrastructure	Cubic metres (m ³)
Stormwater	
Asset type	Units
Stormwater drainage pump stations	Litres per second (L/s)
Stormwater management facilities	Cubic metres (m ³)
Natural Infrastructure	Cubic metres (m ³)
Stormwater pipes	Litres per second (L/s)
Solid Waste	
Asset type	Units
Solid waste storage capacity (landfills)	Tonnes (t)
Solid waste processing capacity	Tonnes per year (tpy)
Anaerobic digestion facility	Tonnes per year (tpy)
Composition facility (includes static piles, windrows, and in-vessel)	Tonnes per year (tpy)

Waste collection sorting	Tonnes per year (tpy)
Waste transfer station	Tonnes per year (tpy)
Recycling centre	Tonnes per year (tpy)
Mixed waste processing facility	Tonnes per year (tpy)
Material recovery facility	Tonnes per year (tpy)
Digital optimization technology	Tonnes per year (tpy)
Collection vehicle (for northern and Indigenous applicants only)	Tonnes per year (tpy)
Thermal treatment	Tonnes per year (tpy)