

## **Community Hosting Guidelines**

### **Guidelines for Hosting Stranded Travelers**

1. The first level of response to all emergencies is with the individual. All travelers are responsible for due diligence before they begin, or continue with, their travel arrangements.
2. When the public has been informed of travel restrictions as a result of adverse weather conditions they are responsible to take appropriate actions to provide for their own well being.
3. When the hotels/motels within the boundaries of the local authority have been filled and there is no other reasonable commercial accommodation available, the local authority may implement its emergency plan to provide food and shelter to stranded travelers.
4. Those stranded travelers who have special needs, such as seniors, people with disabilities, and parents with children shall be given first consideration.
5. The local authority shall take all reasonable precautions to minimize costs, including using volunteers, where possible, to assist with the provision of food and shelter.
6. Cost recovery may be applied for through the Association of Manitoba Municipalities Community Hosting Fund.
7. Eligible costs incurred by the municipal authority (within the above guidelines) for stranded travelers are recoverable through the Community Hosting Fund.
8. All financial considerations shall be limited to the local authority.
9. The provision of emergency service shall be limited to the time when the public has been advised that travel restrictions are in effect.

### **Application Process**

1. Applications should be sent directly to the AMM. The following information is required:
  - a. A resolution from council requesting compensation for community hosting
  - b. Receipts for incremental costs

### **Allocation of Funding**

1. Funding will be allocated after June 1<sup>st</sup> of each year. Municipalities should submit expenses as soon after the event as possible.
2. Funding allocations will be evaluated based on existing Disaster Financial Assistance criteria. Available online at: <http://www.gov.mb.ca/emo/dfaprogram/dfapublic.html>
3. If funding applications exceed the available funding, disbursements will be allocated as a percentage of the available funding.