

## **Schedule D**

### **COMMUNITY RECREATION CAPITAL**

The Municipality of the District of Lunenburg offers a Community Recreation Capital Grant to assist communities in the development of indoor and outdoor cultural, social, heritage and/or recreation facilities which will provide significant community availability.

The Municipality's priorities are to conserve existing community facilities and to assist in the development of new community facilities.

#### **Funding Use**

- An expansion or improvement of a facility; or
- Equipment that will improve the capacity of the organization

#### **Eligibility**

- Only facilities of not-for-profit community organizations that serve the residents of Municipality of the District of Lunenburg are eligible and whose project is under \$10,000
- Churches are not eligible for funding unless:
  - registered as a Municipal Heritage Facility;
  - serve a community hall purpose; or
  - have outdoor space used for public recreational purposes
- Applicants must have the deed/lease to the property or acceptable alternative (i.e. Letter of Authority)
- Applicants must demonstrate that the project contributes to the community and can be completed within the time line indicated
- Improvements and maintenance items that extend the life of a facility are eligible (e.g. external painting, roofing)
- General operating activities are not eligible (e.g. cleaning, minor repairs)
- Applicants operating several facilities must be endorsed by the sponsoring organization
- Applicants are eligible to receive a grant, provided that a clear 24 (twenty-four) months has passed between any previous grant application and the date of award, under this program
- Projects started prior to receipt of application will not be considered, except in emergency repair situations
- Projects must be for a public/community purpose where the need for financial assistance is demonstrated
- Applicants must agree to recognize the Municipality for its contribution (e.g. banner, public announcement, sign) [amended Nov. 10/09] (amended Sept. 23, 2014)

#### **Procedures**

- A completed, signed application form is required
- Applications will be received throughout the year, allow 1 to 2 months from anticipated start date for processing. Exceptions may be made for emergency situations.
- Proposed work must comply with all municipal, provincial and federal regulations
- Applicants must submit a proposed project budget, including total revenues from all sources
- Applicants must include a profile of the organization, including the people/community served by the association and the benefits to the community by demonstrating significant community value
- Applications require approval from the Director of Recreation [amended Nov. 10/09, April 13/10]
- Applications not commenced or completed within 24 months from the date of award may apply for an extension [amended Nov. 10/09]

Funding

- Applicants are eligible for up to 75% of the total capital cost of the project to a maximum of \$1,000.00
- Upon approval of a grant, the recipient can request 75% of the grant upon project start. The final 25% is available upon proof that the project is complete



## COMMUNITY RECREATION CAPITAL GRANT

### APPLICATION FORM

Please complete and return to Lunenburg Municipal Recreation Department 1 to 2 months prior to anticipated start date.

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Name of Organization applying

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Contact Person

Position

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Mailing Address

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Business telephone

Home telephone

Email

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Actual geographic location of facility (please use civic address)

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Describe the present use of the facility

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Ownership or lease of building and land (please attach deed or lease)

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Describe the project work to be completed, including time lines

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Describe how the project will benefit the community

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Attached proposed budget itemizing revenues and expenses of proposed work.

Municipal funding requested

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**Total Amount Requested**

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The undersigned agree and understand that this facility will be made available for use by the general public.

**I certify that, to the best of my knowledge, the information provided in this grant application is accurate and complete and that the project is endorsed by the organization which I represent.**

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Name (Print)

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Signed

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Position  
(Chair, Vice Chair, Secretary or Treasurer)

Date

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Mailing Address

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Telephone

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E-mail Address (if applicable)

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**\*\* Attach any additional supportive information\*\***

Return to: Lunenburg Municipal Recreation  
210 Aberdeen Rd.  
Bridgewater, NS B4V 4G8

Fax: (902)527-1135

For information: (902) 541-1343 email [recreation@modl.ca](mailto:recreation@modl.ca)