

2022 - 2023 HRM Maintenance and Operations Grants for Active Transportation (AT) and Recreational Trails

Application Package Terms and Conditions

Application Deadline: February 28, 2022

Please review the info below pertaining to each grant available before filling out an application to identify for which grant is your project eligible based on the type of facility maintained.

Active Transportation (AT) Maintenance and Operations Grants are awarded by HRM to eligible applicants as directed by:

- [Administrative Order Number 2020-011-ADM Respecting HRM's Grant Programs for Active Transportation and Recreational Trails](#)
- [AT Maintenance and Operations Grants](#)

Recreational Trails Maintenance and Operations Grants are awarded by HRM to eligible applicants as directed by:

- [Administrative Order Number 2020-011-ADM Respecting HRM's Grant Programs for Active Transportation and Recreational Trails](#)
- [Recreational Trails Maintenance and Operations Grants](#)

Download on your device (desktop or laptop, not mobile) the application package:

- 2022-2023 Organization Identification and Organizational Expenses Form and
- 2022 – 2023 Active Transportation Maintenance Plan if applying for an AT Corridor Grant **and/ or**
- 2022 -2023 Recreational Trail Maintenance Plan if applying for a Recreational Trails Grant

Complete the info requested and submit along with required documents by email at:

martinem@halifax.ca.

Upon application:

- A confirmation email is sent to applicants
- Evaluation committee may further communicate with applicants to request more information
- A confirmation of grant awarding/ declining will be sent after Regional Council approves Yearly Budget in Spring 2022

For related info, please contact:

Emma Martin, AT Community Programs Coordinator

Transportation and Public Works, PPD- Active Transportation

martinem@halifax.ca; c: 902-499-6742

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2022-2023 Organization Identification and Organizational Expenses Form

Fill out only one form, regardless of the number of facilities maintained and/or type of grants applied for.

1. Name, Mailing Address, Email, Website

2. Latest AGM date:

3. Latest renewal with Registry of Joint Stocks Companies:

4. Chair(s), Treasurer and others authorized to sign agreements: Name, Phone and Email

5. Amount requested from HRM -up to \$2,000 of overall organizational expenses:

6. Please **mark all that apply** as part of your organizational expenses for 2022-2023 directly related to maintenance projects.

- Trail Insurance (including Commercial G/L, Volunteers)
- Membership Dues (including RSJC, NS Trails, HRTA)
- Travel – Local (for meetings related to maintenance)
- Computer Software/License (including mapping, website)
- Office expenses (including office rental, PO Box rental)
- Training (relevant to trail maintenance/stewardship/ first aid)

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2022-2023 Organization Identification and Organizational Expenses Form

7. Please mark below how you communicate/ engage with members and board to receive input regarding conditions and the maintenance program for facilities maintained:

- Annual General Meetings with membership and public participation
- Board meetings
- Open house and other public events
- Public surveys
- Newsletters or other form of scheduled communication
- Social media
- Other ways- please describe:

Documents Checklist

Please attach the required documents only once as per project proposed. Check boxes if the document is provided during the submission of this application.

Documents required ONLY for applications for the HRM's AT Maintenance and Operations Grant	Check
Documentation demonstrating a mandate to support, encourage and promote active transportation. Mark what applies and attach supporting documentation (e.g.: RJSC Organization's Statement, By-laws, Board mandate, Board approved motion/ document) <input type="checkbox"/> broad/ diverse mandate and by-laws supporting HRM objectives for walking, cycling, and accessibility <input type="checkbox"/> the general membership is broadly representative of the community <input type="checkbox"/> composition of board and members at large can encourage and promote walking and bicycling and can bring issues to be addressed in board meetings	<input type="checkbox"/>
Documents required for all funding programs available under this shared application	Check
Complete Application package	<input type="checkbox"/>
Maintenance Plan form completed for each facility as per template provided	<input type="checkbox"/>
Landowner written permit(s) for each facility	<input type="checkbox"/>
NS Trails Federation Commercial General Liability Insurance OR EQUIVALENT	<input type="checkbox"/>
Volunteer Insurance- if any volunteers are doing the work described	<input type="checkbox"/>
Registry of Joint Stocks Companies registration renewal receipt	<input type="checkbox"/>