

# Active Transportation (AT) Grants Program 2023 - 2024 AT Re-Capitalization Grant Application

**Please fill out one form for each type of project proposed.**

**Deadline to submit Proposal and Supporting documents: September 30, 2022**

**Submit by email at: [martinem@halifax.ca](mailto:martinem@halifax.ca)**

AT Re-Capitalization Grants are awarded to eligible applicants as outlined in the [Administrative Order Number 2020-011-ADM Respecting HRM's Grant Programs for Active Transportation and Recreational Trails](#).

Applicants must refer to the Evaluation Criteria section included in the [2023- 2024 Active Transportation Re-Capitalization Grants Terms and Conditions](#) to support their application and provide the required documentation, according to the type of project, at the application time.

**To arrange other methods to submit the proposal, please contact:**

Emma Martin, Active Transportation Community Projects Coordinator

Halifax Regional Municipality- Public Works, Project, Planning and Asset Management

[martinem@halifax.ca](mailto:martinem@halifax.ca); c: 902-499-6742

## 1. Project Identification

1.1. Submission Date:

1.2. Trail Association:

1.3. Project Lead:

1.4. Name of the Active Transportation facility where the project is proposed. Describe the location (**section of facility**) where the work is proposed for recapitalization. What are the current permitted uses of the proposed AT trail? When was the section proposed re-capitalized previously? **Please provide a map of the area marking the proposed project and photos showing current status.**

1.5. List the Landowner (s) along the corridor proposed and attach the letter of support for the project proposed and, if available, a written permission from the Landowner(s) for use of the land which grants public access and sets construction and maintenance roles and responsibilities for a safe and accessible active transportation facility.

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**2. Description of Project (s) Proposed**

2.1. What issues from the list below have determined the project proposal submission? **Please provide details/ supporting documentation.**

- Filed safety issues/ accidents history on the facility were received by the group or HRM
- Extensive emergency work is required to restore/ replace the trail or a section of trail to safety standards as per a structural engineer report
- Extensive emergency work is required to restore/ replace infrastructure such as bridges, culverts to safety standards as per a structural engineer report
- Extensive work is required to restore the trail or a section of trail or infrastructure to a safety standard for active transportation users due to vandalism
- Extensive work is required to restore the trail or a section of trail to a safety standard for active transportation users due to natural wear where routine maintenance failed or is not effective
- Extensive work is required to restore the trail or a section of trail to a safety standard for active transportation users due to motorized use on a motorized trail
- Extensive preventive work is required to restore infrastructures such as bridges, culverts, fencing, railings to safety standards as per a structural engineer report
- Opportunity to integrate project with another community group's project along the same corridor

2.2. What is the type of work proposed to complete in the 2023 - 2024 fiscal year? **Please check one and provide any supporting details and documentation, as appropriate.**

- Engineering study to assess cost-benefit analysis for future re-capitalization project (s)
- Engineering re- design and tendering package for future re-capitalization project(s)
- Re-instate a trail or section of a trail to accessibility and safety standards as per current HRM and Provincial guidelines- please describe standard
- Infrastructure mandatory inspection
- Infrastructure engineering re-design and tendering package for future re-capitalization project(s)
- Re-instate infrastructure to safety standards as per current HRM and Provincial guidelines
- Replacement of amenities damaged beyond repair

2.1. To assess the readiness of the project proposed, please **mark all conditions met** from the list below and **provide details and supporting documents available**. If your application is successful, **outstanding documents might impact your organization's ability to sign awarding documents and receive funds.**

- Our organization has a very good understanding of the project scope and has experience with constructing, or managing and maintaining AT greenways and amenities and readiness/ capacity to maintain the facility after completion
- Construction tender package, Class A cost estimates (margin of error under 10%) and engineering designs, if required, and all permits (e.g. construction and environmental permits, archeological reviews (as appropriate) required are presented with appropriate detail in the application.
  - All major structures are designed by an engineer
  - Trail surface and cost estimates were developed by a trail design professional
  - Designs and estimates presented were determined based on group' previous projects costs with similar scope or determined based on consultation with other groups who had a similar project

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- Tender package, engineering designs, if required, and all permits required were reviewed and discussed with HRM staff
- Land authorizations, construction and environmental permits (as appropriate), and insurance are secured and valid for the project scope.
- Project is planned and designed to minimize negative impacts on the environment (vegetation, slopes, wetlands, water systems, drainage, rivers, shorelines and wildlife habitats), and away from environmentally sensitive areas.
- Accessibility standards are included as applicable into the construction project plan.
- All constraints have been or can be addressed by the community group and/ or HRM prior to HRM's final approval.
- A maintenance/ operation plan is in place to maintain the trail at Active Transportation standards of accessibility and safety for all users of all abilities after construction is completed

### 3. Community support and capacity

- 3.1. Please provide info related to recent (within the past year) local community engagement and consultations (e.g. Annual General Meetings with membership and public participation, community open houses, or public engagement opportunities) where members of the community and board members have provided input regarding the proposed project. Specify the date when the Board of Directors voted to approve the project.

- 3.2. Please describe:

- the organization's experience with re-capitalization of AT greenways and amenities
- the organization's readiness/ capacity to maintain the facility after completion

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**4. FUNDING REQUIRED**

Please review [2023 – 2024 AT Re - Capitalization Grants Program Terms and Conditions](#) related to HRM funding on lands not owned by HRM.

HRM AT Re-Capitalization Grant can fund up to 50% of total project costs (including HST) if projects are located on land not owned by HRM.

4.1. Total Funds required (including HST) to complete all phases of the project listed in this application:

4.2. 2023 -2024 Amount (including HST) requested from HRM for the project listed in this application:

4.3. Total Amount (including HST) requested from other funding sources (e.g. Municipal Councillor; Provincial Government, Federal Government; Private funding; Trail Organization’s own funds; Others) for 2023 - 2024 for the project proposed in this application:

4.4. Estimated annual maintenance costs for each project proposed, after its completion:

4.5. Sources of funding available for maintenance after completion from sources other than HRM AT Maintenance and Operations Grant (e.g.: Municipal Councillor; Provincial Government, Federal Government; Private funding; Trail Organization’s own funds; HST Refunds; others) for the project proposed in this application:

Form submitted by (name, title, email, phone):

Signature: