



Municipality of the County of Colchester

Community Trail Funding Program

Application Form

Applicant Name (Organization) _____

Contact Person: _____ Role in Organization: _____

Mailing Address: _____

Daytime Telephone: _____ Fax Number: _____

E-mail: _____

Name and mailing address of the person to whom the cheque should be mailed, if not the contact person _____

Is the organization incorporated under the Societies Act of Nova Scotia? Yes No

Briefly describe previous work or projects undertaken by the organization.

Please specify type of project: ¹ Trail Maintenance New Trail Development (capital)

Location: _____

Project Start Date: _____ Anticipated Completion Date: _____

Project summary: _____

Does the applicant own the property on which the trail is/will be located? Yes No

If "No", specify owner(s) and form of approval: Owner(s): _____

Lease _____ Other written agreement (specify) _____

Project Costs:

Planning/Design \$ _____

Construction

Materials \$ _____

Labour \$ _____

Equipment \$ _____

Other \$ _____

Total \$ _____

Project Funding:

Cash contribution

Applicant \$ _____

Other ² \$ _____

Total cash contribution \$ _____

Donated labour/materials/equipment ³ \$ _____

Funding requested from County ⁴ \$ _____

Total \$ _____

¹ Please complete separate forms if applying for both maintenance and capital funding.

² In detailed budget, indicate source(s) and amount(s) approved or pending.

³ Donated labour/materials/equipment can be included at market value.

⁴ This amount may not exceed 50% of the total project cost.

(Continued over)

Application Checklist

Please include the following with your application:

- Detailed description of the proposed project, including objectives, map showing existing/proposed trail location, type and length of trail, intended users, etc.
For maintenance projects, also describe the existing trail conditions, work to be completed during this project, and materials, labour and equipment required.
For capital projects, also describe the existing trail conditions (if applicable); work completed to date, if any; work to be completed during this project; and planning/design, material, labour and equipment requirements.
- Description of plans for the long term sustainability of the trail, i.e., how the trail will be maintained and managed in the long term
- Evidence of community support for the project
- Detailed cost estimates and detailed funding sources (approved or pending) for the project
- Written quotes (three if possible) on contracted work from certified contractors or suppliers
- Financial statement for your organization from the last fiscal period (maximum 4 pages)
- Deed, lease or written landowner agreement for land involved in the project
- Proof of current general liability insurance coverage (for existing trail)
- Explanation of how the project is consistent with the vision, principles and goals of the Trail Strategy for Colchester County (See Application Guidelines; maximum 2 pages)
- For multi-year capital projects, a proposed work plan and estimated budget for all phases

The information provided in this application is accurate to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____

Please submit application to

Hilary Paquet
Parks and Trails Coordinator
Municipality of the County of Colchester
1 Church Street
Truro, N.S. B2N 3Z5
Fax: 902-843-4065
Email: hpaquet@colchester.ca

Please visit www.colchester.ca/rec-grants for application deadlines.