



Municipality of the County of Colchester

Community Trail Funding Program

Guidelines

Purpose

The Community Trail Funding Program supports community organizations in the maintenance and development of trails for public use.

Eligibility

Eligible applicants are incorporated, non-profit, community organizations with a mandate that includes the development and maintenance of a recreational trail for public use.

For maintenance projects, eligible project costs include labour, materials, expenses, and minor and major repairs to keep the trail operational.

For capital projects, eligible project costs include trail planning, new trail construction, trail promotional products (such as brochures, maps and signs), and upgrading and replacement of trail facilities.

An organization may apply for both maintenance funding and capital funding in a given year, but must submit separate applications.

Applicants must have general liability insurance coverage for existing trails for which funding is being requested.

Projects must follow the guidelines in the manual [Developing Recreation Trails In Nova Scotia: Planning, Design, Construction, Maintenance and Management](http://www.novascotiatrails.com). (Available at www.novascotiatrails.com)

Evaluation Criteria

Applications will be assessed on the basis of the following criteria:

- demonstrated on-going community support for the trail;
- plans to ensure long term sustainability of the trail;
- the ability of the organization to complete the project within the timeline indicated;
- demonstrated need for financial assistance.

Priority will be given to projects which are most consistent with the vision, principles and goals of the [Trail Strategy for Colchester County](#) (see attached).

Funding

The Municipality will contribute up to 50% of the total cost of approved projects.

Applicants may use in-kind contributions, donations (labour, materials, equipment), as well as cash contributions and grants from other sources for their contribution.

The Municipality's role under this program is as a funding agent for community based projects. The Municipality, at its discretion and based on the Trail Strategy, may increase its role in a community project.

The Municipality may consider funding a phased capital project under this policy, up to a three year period.

Funding will be awarded based on the number of requests meeting pre-determined criteria and the amount of funding available.

Documentation Required

Applications must include the following:

- Completed application form;
- Description of proposed project including objectives, map showing existing/proposed trail location, type and length of trail, intended users, etc.
 - For maintenance projects: Also describe existing trail conditions, work to be completed during this project, and materials, labour and equipment required.
 - For Capital projects: Also describe 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 budget (cost estimates and funding sources - approved or pending) for the project;
- Written quotes (three if possible) on contracted work from certified contractors or suppliers for projects totaling \$3000 or more;
- Financial statements for your organization from the last fiscal period (maximum 4 pages);
- Copy of 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 (maximum 1 page); and
- Proposed work plan and estimated budget for all phases of a multi-year capital project.

Receipts of previous work should not be submitted, but retained by the applicant as a record of the work completed.

Application Process

Prior to submitting an application, please contact Hilary Paquet, Parks and Trails Coordinator, Municipality of Colchester, at 902-897-3180 or hpaquet@colchester.ca to discuss your project.

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

Municipality of the County of Colchester

Trail Vision, Principles and Goals

from A Trail Strategy for Colchester County, approved by Colchester County Council, February 2005

Vision

Colchester County has a diversity of high quality trails which add vibrancy to the community, are integrated into the community, and are recognized as essential components of the community. Trails in Colchester County provide a variety of exciting and interesting opportunities that link people, communities, and natural and cultural heritage. Colchester County is known as having among the best trails in Nova Scotia.

The Municipality of Colchester is committed to supporting and guiding trail development which enhances the quality of life in Colchester County, encourages active living and a healthy community, promotes environmental appreciation and protection, creates a sustainable trail framework, provides opportunities for all residents, and supports tourism.

Principle	Explanation	Goal
Quality of life	Trails offer numerous personal, community, environmental and economic benefits. Trails should make our communities and our County a better place to live.	Council will strive to ensure that trails enhance the quality of life in Colchester County.
Trail diversity	A variety of types of trail should collectively provide a diversity of experiences and opportunities for residents of all ages and abilities. Trail planning and development should recognize the diversity of residents, communities, geography, topography, trail types and trail uses.	Council will strive to build on the continuum of types of trails in Colchester to create a diversity of trail experiences.
Sustainability	Trail development should strive to be sustainable through good planning, design and construction; ongoing support for maintenance; effective management; strong partnerships; and a varied resource base.	Council will strive to ensure that trails and the trail development framework are sustainable.
High quality infrastructure	Trail facilities should be well constructed, maintained and managed to ensure a positive user experience in terms of safety, satisfaction and enjoyment. Trail facilities should complement the character of the area in which they are located.	Council will strive to ensure that trail facilities are of high quality.
Environmental protection	Trails should encourage environmental awareness, appreciation and protection. Trails should be planned and constructed in such a way as to mitigate negative environmental impacts.	Council will strive to ensure that environmental considerations are key components of all trail initiatives.
Connections	Trails should connect people, communities, nature and heritage. Where appropriate, trails should be connected physically to form trail networks and links to other municipal units. Trails should also be connected conceptually or thematically through programs, activities, and promotions. Connections can be at local or regional scales.	Council will strive to ensure that trails physically and conceptually connect people, communities, nature and heritage.
Active living and transportation	Non-motorized trails are a component of a physical environment which encourages active living through recreation, fitness and alternative transportation. People are more active in communities where there are safe and direct routes for pedestrians and cyclists to common destinations. A safe cycling network should be created, particularly within central Colchester, as a transportation alternative.	Council will strive to create communities which are safe and enjoyable for pedestrians and cyclists through active transportation planning and design.
Partnerships	Partnerships are essential to successful trail development. Where the goals of this strategy overlap with those of other organizations, partnerships should be explored and developed to strengthen the common goals; this commonality should be a catalyst for project planning, integration of facilities and pooling of resources.	Council will strive to create and nurture partnerships and build on the long history of volunteer and community support for trail initiatives.