

## Introduction

Government is committed to additional support to Nova Scotia's most vulnerable families, seniors and youth during the COVID-19 pandemic. This is a challenging time for everyone, and access to healthy food and food literacy skills have never been more important.

## Program Description

The Community Food Literacy and Access Fund supports initiatives that:

- improve food access for vulnerable Nova Scotians;
- teach meal planning skills, including how to reduce trips to the grocery store;
- teach food, nutrition and budgeting skills; and
- build and maintain community gardens to increase individual, family and community food security.

Resources about staying active and healthy while stopping the spread of COVID-19 is available here <https://novascotia.ca/coronavirus/resources/>.

## Program Themes

- i. community gardens and food access
- ii. food literacy

## Eligibility

- Registered, Nova Scotia-based non-profit society/cooperative in good standing.
- 13 Nova Scotian Mi'kmaw communities.

## Ineligibility

- Fundraising events, capital building/development and major equipment purchases.
- Projects in which planning, research and meetings are the primary focus.
- Activities currently funded through other Department of Communities, Culture and Heritage programs.
- Projects in which the main objective is employment.
- Applications from individuals.

## Contributions

### Tier 1

- For requests of \$2,500 or less;
- Applicants are *not* required to make a cash contribution

### Tier 2

- For requests of \$2,501 to \$5,000;
- Applicants must contribute a **minimum of 25%** towards eligible project costs. This includes a *minimum of 10% cash* from the project applicant. In-kind support can be used only when there is a demonstrated value of the service that relates directly to the expenses of the project.

## Application Procedure

- Applications must be completed in full.
- Relevant support materials such as photos and support letters may be included.
- Completed application forms must be signed and dated.
- Applications can be submitted by e-mail, mail or fax.

## Application Deadlines and Activity Start/End Dates

Applications must be received no later than **4:30 p.m. on June 19, 2020**. Applications postmarked on the deadline date are acceptable.

Expenses or activities that occur from May 26, 2020 onward are eligible.

Projects must be completed by December 31, 2020.

## Application Assessment

Applications will be reviewed based on their ability to demonstrate how the proposed activity will support at least one of the program themes.

## Conditions of Funding

Approved applicants will receive a letter outlining the terms and conditions of funding. Funding recipients must meet the following conditions:

- Payment is made in the name of the organization or group shown as the applicant on the application form. Payments cannot be made to individuals.
- Payment will be made at 100% of amount recommended funding.
- Funds must be used for the activity as described in the application.
- The department must be notified **in advance** of any changes in the activity, including start and end dates, location, or any other significant changes.

- If for any reason the project does not proceed after payment of the grant, the recipient must return the funds to the department.
- If the project generates a surplus of revenues over expenses, recipients may be required to return the surplus funds to the department.
- Organizations which receive funding must submit a **final report** within 30 days of the project end date.
- The Province of Nova Scotia's support must be recognized as outlined in the *Requirements for Acknowledging Funding* which is available at [cch.novascotia.ca/investing-in-our-future/acknowledgement-guidelines](http://cch.novascotia.ca/investing-in-our-future/acknowledgement-guidelines).
- Funding recipients are subject to provincial audit. Please retain all receipts.

**Please note:** if the **final report** becomes overdue, no funds can be released for any subsequent grant approved through either the departmental or Arts Nova Scotia's programs until the overdue report has been received.

### For more information:

Telephone: (902) 424-5793

E-mail: [CommunitiesNS@novascotia.ca](mailto:CommunitiesNS@novascotia.ca)

Mailing Address: Communities Nova Scotia  
Department of Communities, Culture & Heritage  
PO BOX 456  
1741 Brunswick Street  
Halifax, NS B3J 2R5

Fax: (902) 424-7019

### Does your project need volunteers?

Volunteer NS is a province-wide service that connects people looking for the right volunteer opportunity to non-profit organizations looking for skilled volunteers.

Visit: <https://www.volunteerns.ca/>