

Please complete in full.

Part A Organizational Details

Organization (*official name*) _____

Partnering Organizations (*if applicable*) _____

NS Joint Registration No. (*if applicable*) _____

Project Contact _____ Name of Chair (*if applicable*) _____

Mailing address _____

City/Town _____ Province _____ Postal code _____

Contact Work Phone _____ Alternate Phone _____

Email _____

Organization URL _____

Has the organization applied to CCH programs before? If so, which programs and when?

Do you have a vendor number? (*not required*) _____

Part B Project Details

Project Title _____

Total Project Costs _____ Funding Request _____

Location of Activity _____ Start Date _____ End Date _____

Is a public event part of your project? (*not required*) Yes No

If so, what is the proposed date and location?

Date _____ Location _____

Project Theme: *Select all that apply.*

- Food Security
- Youth Transition
- Transportation

Project Sustainability Assets: *Select all that apply. (Explain "how" in the written section of application.)*

- Financial Assets
- Social Assets
- Human Assets
- Physical Assets
- Personal Assets

Signature _____ Position _____ Date _____

Chair, Board of Directors or Chief _____ Date _____

**Application must be signed*



Part C Project Budget

All applicants must complete the budget form below. If a Tier 2 project is approved, a separate detailed budget will be requested.

Project Budget - Expenses

Item	Total cost of item	Notes
Administration		
Rentals and Purchases		
Travel		
Resources/ Supplies		
Professional Fees		
Honouraria		
Marketing		
Other		
Totals		



Project Budget - Revenues

Source	Cash (\$)	In-kind (\$)	Notes	Confirmed? Yes or No
Applicant <i>(Tier 2 only)</i>	<i>(minimum 10%)</i>	<i>(minimum 15%)</i>		<input type="checkbox"/> <input type="checkbox"/>
Municipal Government				<input type="checkbox"/> <input type="checkbox"/>
Provincial Government				<input type="checkbox"/> <input type="checkbox"/>
Federal Government				<input type="checkbox"/> <input type="checkbox"/>
Donations				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
Other				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
				<input type="checkbox"/> <input type="checkbox"/>
Amount Requested				<input type="checkbox"/> <input type="checkbox"/>
Totals				<input type="checkbox"/> <input type="checkbox"/>

Application Checklist

- Have you discussed your project with the program officer? (*recommended*)
- Have you completed application sections A – D?
- Do your project expenditures and revenues balance?
- Is your application signed?
- Will your project contact be easily reached by program staff? If we can't reach an organization representative with knowledge of the project, this may delay funding, if successful.

The Department of Communities, Culture & Heritage is subject to the Freedom of Information and Protection of Privacy Act. This means that certain information provided for the purpose of this application may be accessible to anyone under the act. When appropriate, you will be informed of such a request and provided an opportunity to present your views on the possible disclosure of information that may affect your interests.

Application Submission

Send completed, signed applications with any requested supporting information to

Building Vibrant Communities Grant Application
Communities, Culture and Heritage
1741 Brunswick Street, 3rd Floor
PO Box 456
Halifax, Nova Scotia B3J 3X8

Tel: 902-424-2812