

The Communities, Culture and Heritage, Communities Sport and Recreation Division Trail Maintenance Program is designed to support groups who are involved in regular maintenance as well as emergency funding to groups who have experienced major maintenance issues due to fire, flooding, hurricanes, etc.

## **ELIGIBILITY AND GUIDELINES**

Public organizations incorporated as a “not for profit” society under the *Societies Act* of Nova Scotia. All applicants must meet the goals and principles of the program.

### **1) Eligible applicants:**

- a) Not-for-profit community groups who:
  - i) Have the authority to manage the trail
  - ii) Are registered in good standing
  - iii) Have landowner’s permission
  - iv) Have trail insurance
  - v) Have an overall trail maintenance plan

### **2) Eligible initiatives:**

- a) Regular maintenance projects that could include:
  - i) Re-surfacing
  - ii) Addressing drainage issues
  - iii) Repairing or replacing bollards, gates, turnstiles, fencing
  - iv) Brush cutting
  - v) Replacing or repairing signage
  - vi) Repairing or maintaining amenities such as washrooms, picnic tables, benches, gazebos, and garbage cans.
  - vii) Acquisition of maintenance equipment including shovels, rakes, bushhogs, chain saws
- b) Aging infrastructure including:
  - i) Replacing or maintaining bridge decking, railings, superstructure
  - ii) Replacing culverts
  - iii) Repairing groomers or other equipment
- c) Addressing catastrophic events caused by environmental or man-made disasters which threaten the continuity of the trail

due to extensive infrastructure damage, and may include:

- i) Replacement of bridges or bridge components, culverts, trail surfaces or supporting materials
- ii) Removal of fallen trees, debris

### **3) Contribution Guidelines:**

- a) Level of contribution will be based on need and the applicant’s ability to contribute. The expected level of contribution by the applicant from sources other than CCH is 50%.
- b) In kind contributions are acceptable.
- c) May be applied for on an annual basis
- d) Projects that fall under the regular maintenance and aging infrastructure components will be eligible for up to 50% of the total cost of the project to a maximum of \$1,000 annually
- e) For trails built on a Crown-acquired rail corridor, applicants may apply for a maximum grant of \$100 per kilometer of open, managed trail. If such a trail is less than ten kilometers in length, the applicant may still apply for a maximum grant of \$1,000 annually
- f) Catastrophic event funding will be assessed on a case-by-case basis depending upon the magnitude of the work to be done and available funds.

## APPLICATION PROCEDURE AND PROCESS

- Potential applicants are requested to contact **Steve Vines, Trails Consultant**, with CCH, to discuss the proposal, determine eligibility and provide relevant advice and assistance.
- Applications will be accepted between April 1<sup>st</sup> and February 15<sup>th</sup> of a given fiscal year
- Applications will be reviewed by CCH staff based on these guidelines.
- Applicants will be notified on the status of the application within 30 days of the application being received.

Applications should be submitted to:

Nova Scotia Communities, Culture and  
Heritage  
Trails Consultant  
PO Box 488  
Halifax NS B3J 2R8

Email: [stephen.vines@novascotia.ca](mailto:stephen.vines@novascotia.ca)

Phone: (902) 396-1325

Fax: (902) 396-1456

## GRANT DISBURSEMENTS

Successful applicants can receive up to 100% of the awarded grant before commencing work. For grants of more than \$3000.00, the applicant can receive up to 80% before commencing work.

Final payments will be made upon completion of the initiative and submission of a **final report**.

The final report includes a brief written report and financial statement which must be submitted by March 1<sup>st</sup>.

Should the project need to be modified, written permission to reallocate funding is required from CCH staff.

## GRANT RECOGNITION

Prior to the payment of funds, representatives from Nova Scotia Communities, Culture and Heritage will provide funding recipients with guidelines for recognizing and acknowledging the funding contribution of the provincial government.