

**Communities, Culture, Tourism and Heritage (CCTH)**, offers Trail Maintenance Grant 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.

## ELIGIBLE APPLICANTS

Not-for-profit community groups who:

- Have the authority to manage the trail
- Are registered in good standing
- Have landowner's permission
- Have trail insurance
- Have an overall trail maintenance plan

## ELIGIBLE INITIATIVES

Regular maintenance projects that could include:

- Re-surfacing
- Addressing drainage issues
- Brush cutting
- Replacing or repairing signage
- Repairing or replacing bollards, gates, turnstiles, fencing
- Repairing or maintaining amenities such as washrooms, picnic tables, benches, gazebos, and garbage cans
- Acquisition of maintenance equipment including shovels, rakes, bushhogs, chain saws

Aging infrastructure including:

- Replacing or maintaining bridgedecking, railings, superstructure
- Replacing culverts
- Repairing groomers or other equipment

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:

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

## CONTRIBUTION GUIDELINES

- 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 CCTH is 50%.
- In kind contributions are acceptable.
- May be applied for on an annual basis.
- 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.
- 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.
- 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 a Regional Manager to discuss the proposal, determine eligibility and provide relevant advice and assistance.
- Applications are accepted on an ongoing basis between **April 1st – February 15th** or until the grant program is 100% committed.
- Applications will be reviewed by CCTH staff based on these guidelines.
- A completed, signed application form is required before an application can be recommended for approval.
- Please allow at least 30 business days after the confirmed receipt of completed application prior to following up on the status.

## GRANT DISBURSEMENTS

If approved:

- Payment is provided after an agreement outlining the terms and conditions of the project **has been signed and submitted** via email to [cchtrailgrants@novascotia.ca](mailto:cchtrailgrants@novascotia.ca), fax or mail.
- Payments are made at 100% unless otherwise stated in the agreement.
- Should the project or budget need to be revised or modified, written permission to reallocate funding is required from CCTH staff prior to doing so.
- Failure to provide the completed final report can make the applicant ineligible to receive any future grants from CCTH until this information has been submitted.
- The final report includes a written report and financial statement. Deadline to submit is provided in the Terms and Conditions document.
- If there is a final payment outstanding it will be issued upon completion of the initiative and submission of a final report.
- If the project is not undertaken or completed after payment of the grant has been made, the recipient must return unused funds to CCTH payable to the Minister of Finance.

## GRANT RECOGNITION

Successful applicants to programs acknowledge the financial assistance of the Province of Nova Scotia by following [CCTH Acknowledgment Guidelines](#).

## FOR APPLICATION INFORMATION CONTACT:

**Email: [cchtrailgrants@novascotia.ca](mailto:cchtrailgrants@novascotia.ca)**

### **Cape Breton Region**

*Cape Breton Island*

850 Grand Lake Road, Suite 15, Sydney, NS B1P 5T9

**902-578-4813**

**Regional Manager** [Larry.Maxwell@novascotia.ca](mailto:Larry.Maxwell@novascotia.ca)

Regional Program Coordinator [Natalie.MacPherson@novascotia.ca](mailto:Natalie.MacPherson@novascotia.ca)

### **Central Region**

*Halifax Regional Municipality*

1741 Brunswick Street, PO Box 456, Halifax, NS B3J 2R5

**902-456-5908**

**Regional Manager** [Andrea.Redmond@novascotia.ca](mailto:Andrea.Redmond@novascotia.ca)

Regional Program Coordinator [Deborah.Fram@novascotia.ca](mailto:Deborah.Fram@novascotia.ca)

### **Fundy Region**

*Cumberland, Colchester & Municipality of East Hants*

80 Walker Street, Suite 1, Truro, NS B2N 4A7

**902-324-8392**

**Regional Manager** [Natasha.Gray@novascotia.ca](mailto:Natasha.Gray@novascotia.ca)

Regional Program Coordinator [Teresa.McNutt@novascotia.ca](mailto:Teresa.McNutt@novascotia.ca)

### **Highland Region**

*Guysborough, Antigonish & Pictou*

149 Church Street, Suite 4, Antigonish, NS B2G 2E2

**902-338-0659**

**Regional Manager** [Rae.Gunn@novascotia.ca](mailto:Rae.Gunn@novascotia.ca)

Regional Program Coordinator [Chantel.Mahar@novascotia.ca](mailto:Chantel.Mahar@novascotia.ca)

### **South Shore Region**

*Yarmouth, Shelburne, Queens, Lunenburg & District of Argyle*

312 Green Street, PO Box 9000, Lunenburg, NS B0J 2C0

**902-930-2872**

**Regional Manager** [Anna.Haanstra@novascotia.ca](mailto:Anna.Haanstra@novascotia.ca)

Regional Program Coordinator [Denise.Scott@novascotia.ca](mailto:Denise.Scott@novascotia.ca)

### **Valley Region**

*Annapolis, Kings, Digby & Municipalities of West Hants and*

*Clare* 10 Webster Street, Suite 200, Kentville, NS B4N 1H7

**902-698-9407**

**Regional Manager** [Anna.Sherwood@novascotia.ca](mailto:Anna.Sherwood@novascotia.ca)

Regional Program Coordinator [Tracy.Roberts@novascotia.ca](mailto:Tracy.Roberts@novascotia.ca)